

MilitaryInstallations Booklet for Picatinny Arsenal

Fast Facts

Location: Picatinny Arsenal is located in Morris County in Northwest New Jersey. It is approximately 35 miles west of New York City. Morris County is ranked among the top 5 highest cost of living counties in the country. Picatinny Arsenal is a one-of-a-kind facility that provides virtually all of the lethal mechanisms used in Army weapon systems and other military services. Picatinny Arsenal [homepage](#).

Cost of Living: Morris County's cost of living is 38.57% higher than the U.S. average.

Base Operator: 973-724-4021

Population:

85 military

254 family members

5,400 civilian employees

Area Population: Morris County: 488,518

Child Development Centers: Picatinny Child Development Center provides care for children ages 6 weeks to 5 years. Program include full day, hourly care and part day pre-school. Phone: 973-724-4337. Family Child Care provides care for children from infants to school age in on-post homes.

Schools: None on post. All residents of Picatinny Arsenal will attend the [Rockaway Township Public School](#) District for grades K-8 and [Morris Hills Regional School District](#) for 9-12. Busing is provided to each school.

Youth Services: Picatinny Teen Center on post. Youth have access to the Computer Lab for homework, internet research and games. The program includes center based activities as well as fieldtrips. Phone: 973-724-7183/ 973-724-5555.

Army Community Service: [ACS](#) 973-724-7247

Housing: Privatized housing includes 71, 3-8 bedroom, homes in five neighborhoods. Call the Housing Office at 973-724-3506 or visit [Balfour Beatty Communities website](#).

Employment: Employment on Picatinny Arsenal is limited to NAF jobs. Off post, there are many job opportunities in various fields. Unemployment rate for Morris County is 7.2%. Median household income \$89,773.

Base Services:

MWR Facilities: Recreation at Picatinny Arsenal includes aquatic park, RV park, golf, fitness center, Lake Denmark Recreation Area, Outdoor Recreation.

Commissaries - 1 commissary on post, 973-724-2918

Exchange System - 1 exchange on post, 973-724-2518

Picatinny Federal Credit Union on post, 973-989-2612

Medical Services: No Clinic or any medical services provided on base. Picatinny is designated as Prime Remote. TRICARE Information office is located at Army Community Service. Picatinny Arsenal is in TRICARE Region North. The managed care contractor for the North Region is Health Net. Please call 917-675-0021.

Special Installation Messages:

Defense Service Network (DSN) Dialing Instructions

The DSN is the provider of long-distance communications service for the Department of Defense (DoD). Every installation has a special DSN number and the numbers vary by world-wide location. In order to place a call using DSN, the caller must be using a military phone on an installation. Cell phones cannot dial DSN numbers. When dialing a DSN number from a United States installation to another United States installation, it is unnecessary to dial the DSN 312 area code. When dialing a DSN number to/from overseas locations, the DSN area code must be included. The operator can be reached at commercial (719) 567-1110. Please note that long distance charges may be incurred.

Overview

Location

Picatinny Arsenal is located in Morris County in Northwest New Jersey. It is approximately 35 miles west of New York City. Situated on a 6,500-acre military installation, Picatinny Arsenal plays a unique role in the United States' ability to wage war. Morris County is ranked among the top 5 highest cost of living counties in the country. The base operator's phone number is 973-724-4021.

History

On September 6, 1880, the War Department issued Special Order No. 189 which established the Dover Powder Depot. Four days later, the post was renamed the Picatinny Powder Depot. The Army's first powder factory was constructed here in 1907. Later that year, because of its expanding activities, the post became Picatinny Arsenal. When World War II started, Picatinny Arsenal was the only plant in the United States capable of making ammunition larger than that for small arms. Today, Picatinny Arsenal serves as the headquarters for the U.S. Army Armament Research, Development and Engineering Center and employs highly skilled technicians, scientists and engineers engaged in the full range of armament research and development.

Where did Picatinny get its name? Some of the earliest residents were the Lenni-Lenape Indians who named their hunting grounds "Picatinny". Initially spelled "Piccatinny", the word has been translated as the "peak with broken rocks and cliffs", or "water by the hill". Records indicate the name is a combination of Lenape and Pequot Indian Languages. "Pikka" in Pequot literally means "rock rent asunder", while "tinny" in Lenape represents landmark or hill. For more information, go to the [Picatinny Arsenal homepage](#).

Mission

There is no other comprehensive armaments facility like it in the country. Picatinny Arsenal is a one-of-a-kind facility that provides virtually all of the lethal mechanisms used in Army weapon systems and other military services. The Arsenal's mission is to support Army transformation goals. In an effort to streamline the acquisition process and deliver the armaments that soldiers need efficiently and economically, Picatinny Arsenal has established increasingly close partnerships with universities and industry partners, involving them in collaborative efforts early in the research and development process.

Population Served

The greater Picatinny Community includes current Picatinny employees, retired and former employees, active, reserve, retired military, and partnered communities in Morris County.

Base Transportation

On-Post transportation runs for official purposes only from 8:00 a.m. - 3:30 p.m.

Sponsorship

All newcomers should have a sponsor assigned at their gaining unit/department prior to arriving at Picatinny Arsenal. If a sponsor has not been assigned, one may be requested by filling out a DA Form 5434 at the current unit. A sponsor will be assigned within three days and the Soldier will receive a welcome packet with post information and instructions on in-processing to his/her new unit. A soldier's sponsor may arrange to meet with him/her upon arrival. If this is not possible, the sponsor will instruct the soldier to begin in-processing at the Military Personnel Center office in Building 34 South, Ramsey Ave. The office can be reached at 973-724-5829/5830. Soldiers may use the address on their orders or the address of the unit as a temporary mailing address for mail en route. To obtain a sponsor, contact your new unit or call the Military Personnel Center at 973-724-5829.

There is no general delivery. Please call your forwarding unit admin to inquire if they will collect your mail.

Temporary Quarters

The Picatinny Guest House, Building 110, has 4 units. Reservations can be made by calling Community Recreation at 973-724-8855, DSN 312-880-8855, Monday through Friday, from 7:30am to 3:30pm. Reservations open on the first business day of each month for all of the following month. Active Duty military have an exclusive reservation priority beginning on the 20th of each month for the 2nd month following. Reservations must be secured with a MasterCard or VISA Card. Unfortunately; pets are not allowed in the rooms or on the grounds at the Guest house but pets are allowed at the Trailers and Cabins. Numerous pet kennels are located near Picatinny Arsenal.

Relocation Assistance

The Army Community Service (ACS) Relocation Readiness program can assist with all your relocation needs. Contact ACS at 973-724-5219, DSN 312-880-5219, or visit us in Bldg. 34N. We provide one-on-one newcomer briefs, community information packets, loan closet, and anything with which you may need assistance.

The [Loan Closet at Army Community Service](#) offers 30-day loans of kitchenware, airbeds, cleaning appliances, and childcare items to military personnel and their families during transition in and out of Picatinny Arsenal. For a complete listing of what's available contact the Army Community Service at 973-724-5219.

Critical Installation Information

Picatinny Arsenal is located in a very high cost of living area. Housing off-base is very expensive.

Sponsorship

Settling into your new location and your new unit takes time. [MilitaryINSTALLATIONS](#) and [Plan My Move](#) are designed to assist you with information about your new location. Complementing Plan My Move and MilitaryINSTALLATIONS each of the military Services has a Sponsorship Program which is very helpful in providing new unit information. If you want to learn how to be a sponsor, you can take a short [training module](#) found on MilitaryINSTALLATIONS, or if you are a Sponsor, you can use the [eSponsorship Application & Training](#) a secure website designed to train you on your sponsorship duties and provide sample materials for your use when communicating with your newcomer. Additionally, CFAS sailors can request sponsorship training via the Fleet and Family Support Center call DSN 252-3604 for information.

The purpose of the Sponsorship program is to:

- Provide a sense of belonging
- Ease the transition for inbound service members or civilians and their family members
- Increase productivity
- Reduce culture shock
- Help newcomers make informed decisions
- Cultivate new friendships
- Improve morale

A sponsor is someone from your new unit who is assigned to assist you in settling into your new location. You must request a sponsor through your unit. You can learn more about the sponsorship program and how to apply through your Relocation Assistance Program or the Family Center at your new installation.

Your Service will appoint your sponsor in writing. He/she will be the same or close to your rank and the same marital status, if at all possible. This person will be knowledgeable about the local community and the installation; available to assist you and your family for at least two weeks post arrival, and be someone who is positive and outgoing.

A sponsor's duties include:

- Contacting you and your family by letter of introduction or e-mail upon learning of your assignment to the installation.
- Following up with a personal phone call after contact has been made.
- Sending information about the installation/area which you may require, or putting you in touch with the resources on the web and at the installation that provide current, complete and up-to-date information such as those provided by the Relocation Program.
- Answering any questions which you or your family may have, or, again, providing the proper resources to answer those questions.
- Confirm transportation and lodging arrangements.
- Assisting with obtaining a Post Office Box for your mail.
- Meeting you and your family upon arrival.
- Accompanying you to your check in point for the unit.
- Introducing you to the Family Center and lending closet
- Providing essential service locations such as commissary, exchange, gas station, and bank.
- Being available when you arrive at your installation to meet you, show you around, and help you through in-processing.
- If you have not been assigned a sponsor, or have not been contacted as of yet, request one by contacting your gaining command or unit. If after contacting your new command you find difficulties in obtaining a sponsor, contact your Relocation Assistance Personnel for additional help with your move.

Service specific processes for requesting a Sponsor include:

Army and Defense Logistics Agency: AR 600-8-8 outlines procedures for DA Form 5434, Sponsorship Program Counseling and Information Sheet. Sponsorship is mandatory for first term Soldiers. All Soldiers, private through colonel (excluding those completing advanced individual training (AIT) and those PCSing to long term schools) and civilian employees through grade 15 may participate in the advance arrival sponsorship program. Reactionary

Sponsorship is available for individuals arriving at an installation without a sponsor. Contact the gaining unit to request a sponsor.

Air Force: Gaining Unit Commander Support Staff/Military Personnel Section will assign a sponsor upon receipt of assignment notice. Assigned sponsor will then make contact with the inbound member.

Navy: OPNAV INSTRUCTION 1740.3C prescribes procedures regarding Command Sponsor and Indoctrination Programs. This Program is designed to facilitate the adaptation of Sailors and their families into new working and living environments, to minimize the anxiety associated with a Permanent Change of Station (PCS) move, and afford Sailors and their families the greatest opportunity for a successful and productive tour of duty.

Command sponsor and indoctrination responsibilities begin upon receipt of PCS orders and continue until the Sailor has become an integral part of the new command and is fully cognizant of all policies, programs, services, and responsibilities available through the command. Commanding Officers shall establish a Command Indoctrination Program to include the delivery of the Navy Pride and Professionalism training per this instruction. COs should ensure all incoming personnel receive command indoctrination training within 30 days of arrival or within 3 drill weekends. Enclosures (1) and (2) of OPNAVINST 1740.3C outline responsibilities and provide guidance for these programs. Assistance to local commands regarding the Command Sponsor Program is through the Fleet and Family Support Center (FFSC) Relocation Assistance Program staff.

Marine Corps: Gaining Unit Commander will assign a sponsor on request. Overseas commands should assign a sponsor automatically, however if one is not assigned, send a request to the gaining command using the [Sample Sponsorship Request form](#).

Sponsors' responsibilities and abilities to be available will vary from installation to installation, depending upon the priority which the installation and unit commanders give to the program; however, the Services are making the Sponsorship program a priority as research has shown the many benefits of good sponsorship to service, family members and youth.

Youth Sponsorship

The Youth Sponsorship Program depends on the availability of youth who volunteer to become sponsors. The Youth Services topic should explain the Youth Sponsorship program at your new installation, but if it does not answer all of your questions, contact your Relocation Manager to inquire about the program and acquiring a youth sponsor.

Directions to Installation

Location & Background

Picatinny Arsenal is situated on a 6,500-acre military installation located in the northwest corner of New Jersey. Geographically, our location is between the Pocono Mountains, 40 minutes to the west, and the Jersey Shore, an hour to the east, and is ideal for a variety of leisure activities, including summer and winter sports. Nearby New York City offers famous museums, the Broadway theater district, the Lincoln Center for the Performing Arts and home of the Metropolitan and New York City Operas and the New York City Ballet. Atlantic City, within driving distance from Picatinny, provides a wide spectrum of entertainment activities.

Airports

[Newark International Airport](#)

Newark has long been on the forefront of aviation history. Opening in 1928, it is the nation's oldest airfield and home to the nation's first commercial airline terminal. In fact, in 1935, Amelia Earhart led the dedication of this landmark terminal building. (Only London's Croydon Aerodrome predates the Newark terminal.) Located partly in Newark and partly in Elizabeth, Newark is located only 14 miles from Manhattan, serving a critical role for the New York-New Jersey metropolitan area. Newark Liberty continues to build on its heritage of innovation with leadership roles in congestion mitigation and the campaign for Next Gen technology.

General Contact Information

Newark Liberty International: 973 961-6000

John F. Kennedy International: 718 244-4444

LaGuardia: 718 533-3400

Stewart: 845 564-7200

[USO](#) assistance is not available at Newark International Airport.

Airport Shuttle Service

Royal Coachman, Air Brook, Annmarie's and Minuteman offer service to and from Picatinny Arsenal. Drivers accept Visa, Master Card and American Express. Mention Picatinny Arsenal for Discount rates.

Contact Royal Coachman at 267-310-5466 or 973-400-3204 for more information or visit their [website](#).

Other Limousine services available to the Picatinny Arsenal:

Air Book Limousine: 1-800-800-1990

Minuteman II Limousine and Car Service: 973-252-7662

[Annmarie's Limousine](#): 973-398-0395 or 973-202-4761

There are plenty of [hotels](#) within 5 miles of Picatinny Arsenal for your convenience. Just mention Picatinny Arsenal for government rates.

Directions to Picatinny Arsenal

Traveling from I-80 West

Exit 34B (New Jersey) to Route 15 North

Proceed to first traffic light.

Turn right at Picatinny Main Gate Entrance (300 ft past traffic light)

Traveling from I-80 East

Exit 34 bearing right onto Main Street.

Proceed past shopping mall on the right to the second traffic light (Route 15 North).

Turn right at Picatinny Main Gate Entrance.

From Newark International Airport (EWR):

From the airport, bear left at main exit to I-78 westbound (follow signs to I-78 westbound).

Exit I-78 westbound to Route 24 westbound.

Exit Route 24 westbound to I-287 northbound.

Exit I-287 northbound to I-80 westbound.

Exit I-80 westbound at Exit 34 to Route 15 northbound (Sparta & Picatinny Arsenal).

Go through traffic light, bear right to Picatinny Entrance (up small hill) before underpass.

From JFK International Airport (JFK)

From the airport, exit to Nassau Expressway westbound.

Exit Nassau Expressway westbound to Shore Parkway (Belt System) westbound.

Exit Shore Parkway westbound to I-278 westbound to Verrazano Narrows Bridge.

Exit I-278 westbound to I-95 northbound.

Exit I-95 northbound to I-78 westbound.

Exit I-78 westbound to Route 24 westbound.

Exit Route 24 westbound to I-287 northbound.

Exit I-287 northbound to I-80 westbound.

Exit I-80 westbound at Exit 34 to Route 15 northbound (Sparta & Picatinny Arsenal).

Go through traffic light, bear right to Picatinny Entrance (up small hill) before underpass.

South Jersey (South)

Take the New Jersey Garden State Parkway - **North**.

Exit I-280 westbound to I-80 westbound.

Exit I-80 westbound at Exit 34 to Route 15 northbound (Sparta & Picatinny Arsenal).

Go through traffic light, bear right to Picatinny Entrance (up small hill) before underpass.

North Jersey (North)

Take the New Jersey Garden State Parkway - **South**.

Exit I-280 westbound to I-80 westbound.

Exit I-80 westbound at Exit 34 to Route 15 northbound (Sparta & Picatinny Arsenal).

Go through traffic light, bear right to Picatinny Entrance (up small hill) before underpass.

All Visitors must register at Visitor Control just outside the Main Gate.

Check-in Procedures

Reporting In

All active duty military assigned to or wishing to reside at Picatinny Arsenal, must contact the Military Personnel Office prior to their arrival date in order to receive assistance with relocation prior to your PCS. Military Personnel, Headquarters Detachment is located in Building 34N. The hours of operation are 8:00 a.m. - 4:30 p.m., Mon - Fri, excluding Federal Holidays. In-processing procedures will take approximately half a work day. Arrive no later than

10:00 a.m. in order to complete the process. Acquisition of housing is not complete until all in-processing station requirements have been met. Phone: 973-724-7247.

Military Personnel, Headquarters Detachment is located in Building 34 North. They can be reached by calling 973-724-7245, DSN 312-880-7245 or Fax 973-724-6663.

Required Documentation to In-Process

Orders and Amendments
DA Form 31 from losing unit (original signature)
Termination of quarters from losing installation (if applicable)
Installation Clearance Form DA Fm 137-2 from losing installation
All travel related receipts
Sponsors' name/phone number
Unit location/address/supervisors' phone number
Copy of last evaluation report
DA Form 705, Physical Fitness Test Scorecard
Name/Phone/Address/ Date of Birth (and marriage) of dependants
Name/Phone/Address of Parents
Emergency contact name and phone number
Copy of any advance of pay
If you have children:

School Records
Immunization Records
Last Physical Records
If you have pets:

You must have a microchip in place. Bring chip registration or Contact HQS Detachment at 973-724-7245, for more information. Local pet kennels:

Hollabird Kennels – 861 RT. 10, Randolph Township NJ. (973-584-7210)
[Rockaway Animal Clinic](#) – 328 Rt. 46, Rockaway NJ. (973-627-0789).

EOC Form

Those residing, but not working on Picatinny Arsenal, must stop by Military Personnel to sign the EOC.

On Base Registration/Decal

To obtain a decal, please go to the Visitor Center, bldg. 1136, just outside the main gate. You must provide military/civilian ID cards, driver's license, current registration and insurance card to obtain a decal. Phone: 973-724-4951.

Seat Belt Use/Child Restraints

Occupants of all motor vehicles operating on base in the state of NJ are required to wear safety belts. Picatinny Arsenal police are authorized to issue traffic citations for violations. Children less than 8 years of age or under 80 pounds must be in a car seat.

Mail

There is no general delivery. Please call your forwarding unit admin to inquire if they will collect your mail.

ACS Loan Closet

The [Loan Closet at Army Community Service](#) offers 30-day loans of kitchenware, airbeds, cleaning appliances, and childcare items to military personnel and their families during transition in and out of Picatinny Arsenal. For a complete listing of what's available contact the Army Community Service at 973-724-5219.

Travel Planning

Community Recreation operates the Picatinny Guest House, Building 110 Farley Ave. The Guest House has 4 units:

One Suite with a large kitchen, living room, 2 bedrooms and bathroom
Rooms 2, 3, & 4 are private rooms with private baths. They share a common area living room and kitchen.
Reservations can be made by calling Community Recreation at 973-724-8855, Monday through Friday from 7:30 am to 3:30 pm. Reservations must be secured with a MasterCard or VISA Card. Cancellations made 72 hours prior to check in will be honored with no charge; cancellations made less than 72 hours (3 days) prior to check in and "no-shows" will be charged for one night on your credit card. Check-in is at 3:00 pm. Check-out is at 11:00am. No pets are allowed. No smoking. Rollaway beds are available. Current rates are \$42/night/room and \$59/night for the Suite.

The Recreation Trailer Park offers 14 furnished mobile homes permanently located on a quiet wooded lot near Lake Denmark. All of the trailers have comfortable living rooms and clean spacious kitchens. There is also a playground and laundry room on the premises. The primary purpose of the trailers is to provide recreational lodging for military personnel. All trailers have Cable TV, Internet and long distance calling capability. For reservations, call Trailer Park office at 973-724-4014, DSN 312-880-4014, Monday through Friday from 7:30 am to 3:30 pm. The current recreational rates are \$60/night.

Command Sponsorship

Sponsors can help ease the stress of moving. Sponsors are Military or Civilian Members and their families who provide new families with a personal contact and reliable information about their new community. Each branch of the military is different.

Army - Soldiers must request a sponsor by filling out a form at the HR-M office during their reassignment interview.

Navy and Marine Corps - For some ranks, a sponsor may be assigned. In other cases, a Service Member may request a sponsor when he or she receives PCS orders.

Air Force - Service Members can ask for a sponsor through the Individual and Newcomers Treatment and Orientation program (INTRO.)

Coast Guard - Members are assigned a sponsor from their new duty location.

Pre-Teens and Teens - Parents can request a sponsor for their children by contacting the Youth Center at 973-724-5555 or the Relocation Readiness Program office at 973-724-5219. For assistance with Sponsorship call the Relocation Readiness Program office at the above mentioned number or the Human Resource-Military office 973-724-5830/7245. [Click here](#) for more information.

What to do if you get married en route?

If you get married prior to your PCS you must inform your commander and follow the procedures. The military will not pay for travel and housing of your spouse if you do not follow proper procedures.

Motor Vehicles

Registration & Licensing Requirements

New Jersey State law requires you to have sufficient liability insurance and a valid driver's license in order to operate a vehicle. The term "vehicle" generally includes automobiles, motorcycles, vans, trailers and boats regularly parked or garaged overnight. Further, your vehicle must be properly registered. Even though you are in the Military, you may be required to register your vehicle in-state and obtain an in-state license within a few months of moving. Access complete information on insurance, driver's licensing, and where and how to register your vehicle by visiting the [State Department of Motor Vehicles](#) website.

State Laws

You and your passengers must always wear seatbelts while driving, you will be ticketed and issued heavy fines if seatbelts are not secured. State law requires that all children under 7 years of age and 80 pounds be properly restrained in child seats. Some states also require younger, smaller children to sit in the back seat.

Motorcycles and their operators are subject to special laws. If you own and operate a motorcycle, you must comply with those laws. Visit the State Department of Motor Vehicles website for more information.

Many States and local jurisdictions have strict laws about the use of cell phones and other digital devices while driving. Research these laws on the State Department of Motor Vehicles website. Tickets will be issued and fines assessed for violating these laws. Play it safe and always use a "hands free" device if you must use a cell phone or other PDA while driving. Hands-free devices must be used while operating a motor vehicle on ALL military installations worldwide.

School bus drivers can use cell phones only during emergencies.

Any drivers younger than 21 who hold a graduated license permit or a provisional license are prohibited from using a hands-free cell phone. Text messaging while driving became illegal on March 1, 2008.

Registering Vehicles on Base

It is not mandatory for personnel living or working at Picatinny Arsenal to register their vehicle(s).

Base Regulations

Vehicles may make right turns on red unless specifically posted as "No Turn on Red." Turns are permitted from right

lane only on "jug handles."

Speed limits are strictly enforced by radar.

Child Restraints -- New Jersey's child passenger safety law requires that children up to 8 years old or 80 pounds must ride in a safety or booster seat in the rear seat of the vehicle. If there is no rear seat, the child must sit in the front seat secured by a safety or booster seat. Children under 8 who weight more than 80 pounds must wear a seat belt anywhere in the vehicle. Passengers ages 8 to 18 (regardless of weight) must wear a seat belt anywhere inside the vehicle.

All traffic laws are strictly enforced on base. New Jersey traffic laws apply on Picatinny. Seat belts are mandatory. Car seats for children are also mandatory. All vehicles entering or exiting Picatinny are subject to search. All accidents should be reported to Police by calling 973-724-6666.

Picatinny is under a 100% picture ID check. You must have a picture ID to enter the installation. You will be subject to a 100% vehicle check. If you are visiting an office/person, you must report to Visitor Control, Bldg 1136, with the appropriate paperwork and picture ID. If you have any questions about security procedures please contact the Picatinny Police Department at 973-724-6666.

There are restricted areas and buildings on base that require an appropriate ID. The "Enclosure Area" requires that all vehicles stop at the guard station for an ID check and vehicle inspection upon entering and exiting.

Education - General Overview

Public School

All schools are located off post. All residents of Picatinny Arsenal will attend the [Rockaway Township Public School District](#) for grades K-8 and [Morris Hills Regional School District](#) for 9-12.

Busing is provided to each school at designated bus stops through out the housing areas on base and at the School Age Services Program.

The schools provides a complete lunch daily, including milk, and prices are posted each year. Students may, of course, bring lunches from home.

Each school has a posted dress code that must be followed.

Contact the Picatinny School Liaison if you have questions about the local schools, 973-724-5726 or DSN 312-880-5726.

The Rockaway Township Schools and Morris Hills Schools are accredited under the Middle States Association of Colleges and Schools.

Pupil/Teacher Ratios

Student-teacher ratios in Morris County schools are approximate 12:1. These ratios vary from district to district for off post schools. For more information regarding ratios for districts other than West Point please consult the individual district's website.

Registration Information

Registration for all students new to Rockaway Township School District must be done by calling the Administration Building at 973-627-2200. Registration for Morris Hills Regional School District can be scheduled by calling 973-664-2200.

Please bring child's original, state-issued birth certificate, passport or adoption papers; Social Security number; proof of residence; and records showing dates of the following immunizations at the time of registration: A minimum of 4 doses of DPT (Diphtheria, Pertussis, Tetanus) and 3 doses of Oral Polio Vaccine are required. One dose of each must have been administered on or after the fourth birthday. Two doses of a measles-containing vaccine given after the first birthday, preferably MMR, and one dose each of rubella and mumps vaccine administered after the first birthday, preferably MMR, for those children born on or after January 1, 1990 is required.

A physical examination completed by the child's private physician is required before student enters school in September. A child five years of age or older shall have no more than one year to complete all immunization requirements. However, to remain in school the child must have an appointment for and be in the process of receiving the vaccines on schedule.

All other Elementary and Middle School students must present a transfer card and/or report card and Social Security

card number. It would be helpful to have school records and health records available at registration and to have copies of the students most recent test scores.

Kindergarten Registration

1. A valid birth certificate
2. Be 5 years old on or before October 1 of the year child is to enter school
3. A record of required immunizations
4. A physician's report of the child's recent medical exam, given after January 1st of the current year. A dental screening is recommended.

Registration for Transfers

1. Must present proof of required immunizations
2. Students entering from out of state (or country) must have a MANTOUX TB test within 6 months of entrance to school.

Grading System

The minimum passing grade for all subjects is 70. In high school, the student's final grade is the average of the four marking periods and final exam/project. All subjects excluding Physical Education, Pass/Fail and Audit Courses are included in determining the student's grade point average and class rank."

Special Needs Pre-School

Picatinny Arsenal offers several options for preschool children. Contact Central Enrollment at 973-724-5555 for more details.

School Services for Children with Special Needs

Special education is specially designed instruction, support, and services provided to students with an identified disability requiring an individually designed instructional program to meet their unique learning needs. The purpose of special education is to enable students to successfully develop to their fullest potential by providing a free appropriate public education in compliance with the Individuals with Disabilities Education Act (IDEA) as implemented by Department of Defense (DoD) Instruction 1342.12, "Provision of Early Intervention and Special Education Services to Eligible DoD Dependents."

In Department of Defense Education Activity (DoDEA), special education and related services are available to eligible students, ages 3 through 21 years of age. To be eligible for special education:

The child must have an identified disability;

The disability must adversely (negatively) affect the child's educational performance; and

Note: Students with a disability who are not found eligible for special education and related services may receive reasonable accommodations and modifications under DoDEA Policy Memorandum: Nondiscrimination on the Basis of Disability in a DoDEA Dependent Educational Programs and Activities.

Gifted and Talented Program

The school system has a gifted and talented program as well as special needs program. Gifted students attend enrichment classes, where they work closely with teachers to enhance their special skills. The same is true for special needs students, who receive education in the least restrictive environment and get extra help through resource centers. Children go to the resource centers as many periods a day as needed depending on their individual needs. Teachers work on communications skills, math skills, and a variety of other areas. The philosophy behind the program is to help the children succeed in a non-threatening environment.

High School Activities

Activities in High School include: football, basketball, baseball, track, tennis, field hockey, volleyball, band, choir, drama, junior ROTC and scholastic and vocational clubs. There is also a TV studio run by the students.

Before and After School Programs

Most activities take place during the normal school day. As a result, very few before and after school programs exist through the schools. For more information please consult the Rockaway Township Public School or the Morris Hills Regional School District websites.

School Sports

There are a number of interscholastic competitions for men and women during three seasons. A physical examination is required yearly to try out, practice and to play.

Home Schooling

Contact the school Liaison at 973-724-7892 for more information concerning home schooling and other programs listed above.

Private School

There are numerous private schools within a 20 - 40 minute drive of Picatinny Arsenal; to include Roman Catholic, Episcopal, Christian, Quaker (Friends) Lutheran, 7-Day Adventist, etc. There are also numerous Elementary Schools, Middle Schools, and High Schools. All schools are accredited by the State of New Jersey

The School Liaison Officer keeps a full listing of private and parochial schools in the area, if there are any questions contact her at 973-724-5726.

Adult Education

There are many opportunities in the area for Adult Education, call the ACS Career Center for details, 973-724-2145.

Education - Local Schools

How do I choose a school?

Choosing the right school for children is a priority for military families. Whether you are assigned living quarters or have a choice of where to live, it is important to explore all educational options to discover the proper match for each child. All parents want the best possible education for their children. Students have different learning styles and needs. Children within the same family may not learn in the same way or at the same rate. Finding the right educational setting for each child requires a careful examination of various options that are available to students and their families.

"[Choosing a School for your Child](#)", a publication of the U.S. Department of Education offers a series of checklists and pertinent questions to assist parents in making the right choices.

What schools are in my area (or in the area where I may move)?

Several high quality commercial tools are available to assist in making decisions about which school to choose for your child.

[GreatSchools](#) offers listings of 200,000 public and private schools serving students from preschool through high school and more than 800,000 parent ratings and reviews. GreatSchools also has a new program called College Bound, an online approach to helping parents raise college-ready high school graduates.

Designed for military students, their families and the caring professionals who support them, [SchoolQuest](#) is an educational resource tool from the Military Child Education Coalition. It is meant to facilitate the search for new schools and centralize resources.

It's also a secure storage site for students' educational, extra-curricular, award, volunteer and work information. Please note, though, that is NOT a replacement for a school transcript. It can be viewed as a safe, centralized virtual "file drawer" where a student (or parent) can keep track of all the details that are so difficult to organize, but so necessary when students move or apply for college, jobs or military service.

In addition, SchoolQuest guests are granted access to research and time-tested information about successful educational transitions.

[Military OneSource](#) is a free service provided by the Department of Defense to service members and their families to help with a broad range of concerns including money management, spouse employment and education, parenting and child care, relocation, deployment, reunion, and the particular concerns of families with special-needs members.

How can I help plan for a successful transition in this new school and for my child's school career?

Parents often want to know about the availability of extracurricular activities and sports, or the availability of advanced classes. For these questions, it is best to contact the schools directly. It is important to ask the right questions. The following resources can help with these questions and others.

[Military Child Education Coalition](#)

[Military Impacted Schools Association](#)

Education - Local Schools/Overseas

Overseas Schools -- What You Should Know

Moving your family from one installation to another in the U.S. can be challenging enough; but moving your family overseas presents an even more complex situation. One of the most important challenges can be summed up by this question, "Where are my children going to go to school?"

This article will provide resources to help guide military families through the many questions and decisions regarding local schools abroad.

Where do I start?

Start with the information on your new installation. Visit [MilitaryINSTALLATIONS](#) and review the installation's Education - article. All of the overseas installations have dedicated a portion of the Education article to discussing the education options available in the local community as well as the DoD schools located on the installation, if available. Most installations overseas that allow accompanied family travel have one or more DoD schools.

What is the difference between a DoD school and an international or national school?

DoDEA is the Department of Defense Education Activity. DoDEA operates DoD schools in 12 foreign countries, Guam and Puerto Rico. All DoDEA schools are fully accredited by U.S. accreditation agencies and maintain high academic standards with well rounded educational programs. Visit the [DoDEA School Report Card website](#) to find a detailed discussion of each DoD School.

DoDEA has launched an Online Student Pre-Registration System for School Year 2013-2014, with the aim of reducing the time parents will have to wait at the school registration site. The new program will also allow school officials to better predict school enrollment for the upcoming year, make more informed decisions regarding teacher and staff requirements, and prepare in advance for special services, supplies, and other classroom needs. Parents can pre-register their children by visiting the [registration website](#).

In addition to DoDEA, the [U.S. Department of State's Office of Overseas Schools](#) mission is to promote quality educational opportunities for dependents of American citizens overseas at the elementary and secondary level. If a DoD school is not available on your installation there may be a school in the local community that is an American-Sponsored Elementary and Secondary School.

International schools are English-language schools whereas National schools are schools where courses are taught in the native language. The curriculum and grading system of an International school tends to be similar to the traditional American education system. This is a consideration if your family will be returning to the U.S. prior to your child or children graduating high school. Remember, when choosing a school it is best to try to match the school with your child's needs and expectations.

Where can I find a list of International schools in the country where my family is moving?

The Internet can be an excellent resource for finding International Schools overseas. You can find a complete directory of overseas schools on the [International Schools Services' website](#).

In addition, the [World Wide Schools](#) website is an excellent resource. From the homepage you can select the country. Once you have done this, a list of schools will appear and you can then choose which one you are interested in researching. All of the information appearing on this website is provided by the schools directly. Some of the information you may find on a school includes: a background summary about the school, the school's address, phone number, website, and even the email address of the director of the school. This information should be explored so that you can make comparisons with other International schools in the area to determine the best place for your child/children.

How do I decide what school is best for my child?

This process is much the same as it would be in the U.S. You may not have as many choices but it is important to make a list of possible schools and then begin to ask around. This is a daunting task since it is likely that there will be a language barrier. However, talk to the Relocation Personnel in the Family Center and your sponsor at your new installation who may be able to put you in touch other families with children around the same age as your child/children. Always contact the school directly and ask for references.

Once you have narrowed down your options, interview the school or schools directly. This is best done in person, if possible. Ask about: attendance, atmosphere, curriculum; grading system, tuition, accreditations, the staff and

administration; as well as other practical details such as, does the school provide meals, what types of extra curricular programs are available, is there transportation, holidays and schedule, sports programs, before and after school care programs, and how is the facility maintained.

Now that I have chosen a school, how do I successfully facilitate the transition for my child?

A successful transition should be a priority during planning the move and once the move has been completed. The more knowledge you provide your child with, the more confident he/she will feel once he/she arrives at the new school. Allow your child to be a part of the decision making process, if he/she is old enough, and take his/her opinions into account.

[MilitaryStudent](#) provides several valuable tools to facilitate the transition process. Although many of these tools are not geared specifically to an international move the resources provided do apply to any military student transitioning to a new school in the U.S. or overseas.

Education - Training (College/Technical)

Continuing Education

Adult Education information is available from the Army Community Service Center, for more information call 973-724-7247.

College

No information has been provided by the installation for this topic.

Library

Army General Libraries - something for everyone! From art and photographic exhibits...to community related programs, Army libraries have something for everyone. Connect to the world via the Internet. Prepare projects/presentations using office software. Search the library's electronic catalog. Log into Army Knowledge Online from home, office, or library to access full-text databases, magazines, newspapers, ebooks and audio books 24/7 anywhere, anytime. Look for jobs and colleges on-line, take college prep tests and CLEP tests on-line. Research academic and military subjects on-line. Plug into eArmyU throughout your library. Attend a popular programming event for fun and intellectual stimulation. Escape through fiction, keep up with current affairs, find military professional reading material, explore your hobby, find a quiet nook to study or to dream, encourage reading in your young child---whether a singular experience or a family affair, it all adds up to a life enriching experience. Evening and weekend hours accommodate your busy schedule at 71 main libraries and 21 branches world-wide.

Military OneSource On-Line Library

Our mobile military members often don't have the resources of a brick and mortar library on hand to provide entertainment, learning or solace. The Online Library provides those resources while the members are in transit or deployed. One-stop shopping for all library resources in print, electronic and downloadable format are available online, 24/7. The library provides recreation, lifelong learning, reference, and career resources for all ages and interests. **All resources including audio and eBooks are free. Resources are available anywhere in the world where there is access to the internet.**

[Military OneSource On-Line Library](#) provides 24/7 access to library materials that include:

Ability to download free books from thousands of fiction and non-fiction titles, including animated children's books, or request a free paperback or digital Playaway book from Military OneSource.

Access to data bases to pursue education, research careers, fix cars or home appliances, maintain or remodel apartments or homes, and more.

Housing - Overview

Government Housing

Residential Community Initiative (Family Housing)

Residential Housing at Picatinny Arsenal has been privatized since the summer of 2006. The results of the Army partnering with Balfour Beatty Communities (BBC) has proven to benefit and overall condition and standards of living for our service members. Privatization has enabled Picatinny Arsenal to receive 26 newly constructed home, renovate numerous others and provided more modern and adequate homes for the men and women that service our great nation.

Service members being assigned to Picatinny Arsenal are encouraged to contact Balfour Beatty Communities as soon as they received orders confirming their assignment to Picatinny Arsenal. This will enable BBC to determine your housing needs and open the lines of communications as you prepare to relocate to The Army Home in Northern New Jersey.

Balfour Beatty Communities point of contact information: Office is located at 117 Farley Ave, Picatinny Arsenal, NJ.
Housing Points of Contact:

Community Manager: 973-328-2992, Fax number: 973-328-2996

Facilities Manager: 973-328-0776

Application Procedure

If you would like to like in base housing, contact the housing office at 973-724-2190 for information. You can apply for base housing by [visiting the housing website](#) and completing the application and submitting to the housing office.

Check-in Procedures

All in-coming service members must in process the Housing office as soon as they arrive. Contact the housing office as soon as possible to get a projection of waiting time for quarters.

Pet Restrictions

Only two "walking" pets are allowed per household. Small caged or otherwise confined animals such as birds, fish, turtles, hamsters, gerbils, and guinea pigs may be kept in family housing without regard to numerical limits. Exotic pets are not permitted.

The following breeds are not allowed in family housing: Staffordshire Terrier, Pit Bull (American Pit Bull), Yankee Terrier, Rottweiler, Chow Chow, Presa Canario, Trainer Guard Dogs, and Doberman Pinschers.

No "visiting" pets are permitted without prior Community Management Office approval.

Management must approve all pets and all required documents are to be on file prior to housing any pet (refer to Resident Guide).

A current picture must be kept on file in the Community Management Office.

Wait List

Assignments will be made from the waiting list in order of the date of completion of out-processing at the losing Post, unless there is an assignment to relieve hardship approved by the Community Manager.

Housing Inventory

Bedrooms per unit

3 Bedrooms	34
4 Bedrooms	29
5 Bedrooms	7
6 Bedrooms	1
7 Bedrooms	1
Total Homes	72

Exceptional Family Member Housing

Exceptional Family Member housing on the installation is provided by Balfour Beatty Community. The housing office makes significant improvements to family and exceptional family member housing and recreational facilities. Please contact the housing office at 973-724-2190 to determine the current status, policies, and availability of exceptional family member housing/facilities.

Single Service Member Housing

Picatinny Arsenal does not provide housing for single service members. However, the Housing Service Office (HSO) will assist single service members with locating adequate housing from the local communities. The point of contact for

this office can be reached at 973-724-2190.

Non-Government Housing

Housing Referral Office-(HRO) --The HRO is your contact for any problems you may encounter such as discrimination complaints, tenant/landlord disputes, or any questions or problems about off-post housing is the HRO. The HRO will provide you a list of rentals with corresponding locator maps and give you information regarding the communities in which the rentals are located.

DoD Automated Housing Referral Network (AHRN)--Visit AHRN.com or ask at your local housing office to learn about this DoD program that is currently available for most installations. The program allows military members and families to:

Search listings and pictures of available rentals near military installations

Find out about shared rentals

List their own properties for rent to other military families

List their homes for sale by owner (FSBO) to other military members

Contact installation housing offices

AHRN is not currently available at all installations but the phased program is adding new installations every month.

Check the AHRN [website](http://AHRN.com) to see if your next assignment is an AHRN base and check out other features to assist you in your home search.

Rental Options

Due to high cost of living, off-post housing in New Jersey is expensive to rent and buy. Housing in Pennsylvania is less expensive but requires a commute of 45 minute to 1 hour.

Purchase Options

HSO can provide a list of local realtors to service member seeking to purchase a home of post. The HSO maintains current listing of local realtors we can provide service members seeking to purchase a home off post.

Mobile Homes

The Recreation Trailer Park offers 14 furnished mobile homes permanently located on a quiet wooded lot near Lake Denmark. All of the trailers have comfortable living rooms and clean spacious kitchens. There is also a playground and laundry room on the premises. The primary purpose of the trailers is to provide recreational lodging for military personnel. All trailers have Cable TV, Internet and long distance calling capability. For reservations, call Trailer Park office at 973-724-4014, DSN 312-880-4014, Monday through Friday from 7:30am to 3:30pm. The current recreational rates are \$60/night.

Housing - Temporary

Temporary Lodging Facility

Reservations can be made by calling Community Recreation at 973-724-8855/5515, Monday through Friday from 7:30am to 3:30pm. Reservations open on the first business day of each month for all of the following month. Active Duty military have an exclusive reservation priority beginning on the 20th of each month for the 2nd month following. If space is available, Guest will be open to DoD civilians assigned to Picatinny Arsenal.

Reservations must be secured with a MasterCard or VISA Card. Cancellations made 72 hours prior to check in will be honored with no charge; cancellations made less than 72 hours (3 days) prior to check in and "no-shows" will be charged for one night on your credit card. Check-in is at 3:00pm. Check-out is at 11:00am. No pets are allowed. No smoking. Rollaway beds are available. Current rates are \$42/night/room and \$59/night for the Suite.

The Guest House has 4 units:

One Suite with a large kitchen, living room, 2 bedrooms and bathroom

Rooms 2, 3, & 4 are private rooms with private baths. They share a common area living room and kitchen.

The Recreation Trailer Park offers 9 furnished mobile homes permanently located on a quiet wooded lot near Lake Denmark. All of the trailers have comfortable living rooms and clean spacious kitchens. There is also a playground and laundry room on the premises. Three log cabins are now available. The primary purpose of the trailers is to provide recreational lodging for military personnel. All trailers have Cable TV, Internet and long distance calling capability.

For reservations, call Trailer Park office at 973-724-4014, DSN 312-880-4014, Monday through Friday from 7:30am to 3:30pm. The current recreational rates are \$60/night.

Accommodations:

3 log cabins can sleep 6
5 trailers have 3 bedrooms
4 trailers have 2 bedrooms

Costs

Effective 1 January 2011 the following rates apply:

Recreational rate applies to all AD military (recreational use), retired military, contractors and authorized guests.

Log cabins \$95/night - \$2400/month

Trailers \$60/night - \$1500/month

Pet fee: \$3/night - \$90/month (2 pet Trailers are available)

PCS trailer rates: E-5/GS7 and below only:

Incoming PCS: \$45/night - \$1200/month

Outgoing PCS: \$45/night - \$1200 /month

PCS rates only for Active Duty Military & DA Civilians assigned to Picatinny Arsenal/Area

Housing - Government

Military Housing

Availability

Due to the shortage of government quarters at Picatinny Arsenal, quarters are no longer designated by rank, but instead assignments are made based on space requirements and family size. However, there are 2 units of General Officer quarters and 10 units of Senior Officer quarters. Contact the housing office as soon as possible to get a projection of waiting time for quarters.

Available quarters at Picatinny are as follows:

1 Bedroom (1) unit
2 Bedrooms (33) units
3 Bedrooms (49) units
4 Bedrooms (14) units
5 Bedrooms (3) units
General Officer (2) units
Senior Officer (10) units

Picatinny Arsenal is under going a Housing Replacement Project that will give us 35 new sets of quarters.

Application Procedure

If you would like to like in base housing, contact the housing office at 973-724-2190 for information. You can apply for base housing by [visiting the housing website](#) and completing the application and submitting to the housing office.

Single Service Member Housing

There are 34 units of Bachelor Enlisted Quarters (BEQ) and Bachelor Officer Quarters (BOQ).

Household Goods - Overview

Arranging Household Goods Shipments

As soon as you are alerted to your upcoming Permanent Change of Station (PCS) move, you can start getting your house and family ready. Clean up and get rid of junk. Hold a yard sale or take serviceable items you no longer need to a thrift shop or donate to charity. Get important family records together in one place. You can even [check your weight allowances](#) and [estimate the weight of your household goods](#) before you start to set up your move.

If you are going overseas, you should begin to plan what items you will take in your unaccompanied baggage, in your household goods shipment, and what might need to go into permanent storage. Remember, in overseas areas, the electric current is different and houses are generally much smaller than U.S. standards and cannot handle large furniture.

Household Goods Shipping Process

Most likely, you will use the Defense Personal Property System (DPS) to manage your household goods shipment. If it has been a few years since your last PCS move, you will find that process has changed. The DoD has set up a DPS portal website, Move.mil, that explains this new process and provides access to DPS.

Your first step will be to visit the DPS portal website. This is a public site and can be accessed from any computer, not just government terminals. Select the section called [DoD Service Members and Civilians](#) and watch the short video that explains the new processes. You will then register to use DPS, and, once that is complete, log into DPS to get started.

It used to be that every member had to attend a counseling session with the Personal Property Shipping Office (PPSO) serving their location. While you can still choose to do this, DPS now allows you to do “self counseling” on-line at a time and place of your choosing. **As soon as you have a copy of your PCS orders** you can do your self-counseling in DPS. Again, the [DoD Service Members and Civilians](#) section has instructions and detailed information to assist you with this process. The self-counseling module will provide you with detailed explanations of your PCS allowances and help you decide if you want to have the government move you or whether to move yourself. Your completed self-counseling will be reviewed by a PPSO counselor who will contact you with any questions.

Some special moving situations require that you attend a counseling session in person. If you are [not eligible to use DPS](#) for counseling, you will need to set up an appointment with your transportation office **as soon as you have a copy of your PCS orders**. Do not delay this appointment! The earlier you call or visit your transportation office, the greater your chances of moving on the date you desire.

Regardless of how you are counseled, once everything is clear, and if you choose a government move, the counselor will route your shipment to the Transportation Service Provider (TSP) with the best quality and price available. You will be notified when this is complete and you should hear from the selected TSP within 3 business days of this decision.

Its Your Move—Take Charge!

If you do not hear from your TSP within 3 business days of your initial notification, contact them to ensure that they have the best possible email and phone numbers for you. Remember that you will now be dealing directly with the TSP who has end-to-end responsibility for your personal property move, not just their local agents. Make sure you keep your contact information current in DPS throughout the move. It is important for communication between you and the TSP that they have the best phone numbers and email addresses.

After counseling, the TSP’s pre-move survey of your personal property is critical in arranging your household goods shipment. Generally, this should be completed 10 or more days before your requested pick-up date. Depending on the estimated size and destination of your move, this survey will probably be performed in person by the TSP’s local agent. It is important that you cooperate with the surveyor to set up this appointment. You or your authorized agent must be present during the entire survey. During the survey clearly identify all items that will be included in your shipment and answer all the surveyor’s questions accurately. Do not go out and buy additional large items to add to your shipment after the survey is complete, this will change the weight of our shipment and probably cost you money for weight over your allowance.

The surveyor will also confirm dates and addresses with you at this time and will go over any special requirements. This will allow the TSP to set up the right size crews and vehicles for your move and minimize confusion and delays during your move. The surveyor should ensure that you know how to get in touch with the TSP.

Shipping Your Automobile

The government may ship one Privately Owned Vehicle (POV) for you at their expense to your new overseas location. This is handled through your transportation office. Remember to review your POV needs at your counseling session. Move.mil has [a whole section devoted to POV shipping information](#). The shipping contractor has established a [website](#) where you can track the location of your POV throughout the shipping process.

Shipping Pets

Planning for shipment of your pet includes researching airline requirements and quarantine restriction laws in your new location. You will need to ask the airlines the requirements for size, weight, number of animals, kennel construction, documentation and season of the year limitations. Occasionally, small pets can be shipped on military flights but availability and regulations are always changing, as well as fees. Search Move.mil for general information on shipping pets.

Many international locations have strict importation laws including extended quarantines and restrictions on breeds or types of animals that can be brought into the country. Carefully research these rules as they could impact your moving schedule. Not only do overseas locations have strict rules but many locations have restrictions on dangerous dogs as

well. Review your destination installation's Shipping Pets article for details found on the left hand tool bar on [MilitaryINSTALLATIONS](#).

Arrival and Delivery of Household Goods Shipments

It is your responsibility to contact the TSP as soon as you arrive at your new duty station. Let them know how you can be contacted, phone, mobile phone and email. If you already have new quarters, they will help arrange delivery of your personal property shipments. Otherwise they will arrange for temporary storage until you have permanent housing.

Make certain that you, or someone who can act in your name, is available at your new home on delivery day. If the TSP arrives and cannot deliver the shipment, you may be charged for the attempted delivery and any additional storage that may result.

Claims Process

What if something of yours is damaged, lost, or destroyed during the move? DoD customers are eligible for Full Replacement Value (FRV) protection on DoD-sponsored household goods and unaccompanied baggage shipments. With this protection, the TSP will either repair or pay to repair damaged items and pay the full replacement cost for items that are lost or destroyed.

Providing prompt notice of loss or damage is an essential part of the process. The TSP's delivery crew will provide you with a form to note any loss or damage you discover at the time of delivery. You will complete and sign this at the time of your delivery and a copy will be sent back to the TSP's claims office.

If loss or damage is discovered after the delivery crew departs, you must **notify the TSP within 75 days of delivery in order to retain your right to Full Replacement Value protection.** While you may use a form provided for this purpose by your TSP, the best way is to go to [Move.mil](#) and follow the instructions to [file a claim](#). From there you can complete the [loss and damage report](#) in DPS which will be available to the TSP immediately. All you need for a loss and damage report is the inventory number, the item's description from the inventory, and a brief description of the damage or loss. The TSP has the right to inspect the damaged item once they receive the notice of loss or damage. Do not throw out destroyed or unrepairable items before you have spoken with the TSP's claims agent.

A loss and damage report is not a claim. If you have any loss or damage to your personal property you will need to **file your claim directly with the TSP within nine months of delivery to receive FRV coverage.** Once the claim is filed directly with the TSP, the TSP is responsible for obtaining repair and replacement estimates and settling the claim by paying for repair or replacement costs. For most military shipments, you will file your claim through DPS. Again, [Move.mil](#) has instructions on [using DPS to file your claim](#).

As in the past, the Military Claims Office (MCO) is available to help you understand the claims process and your rights and responsibilities. You may still transfer your claim to the MCO if you wish. However, if you transfer your claim the MCO will only be responsible for the lower depreciated cost of items on the claim.

Customer Satisfaction Survey

Once your personal property is delivered, you will be asked to rate your satisfaction with the customer service you received from the TSP. Make sure you take the time to do this. Your feedback will make the process better for everyone. The Move.mil website allows you to access the [Customer Satisfaction Survey](#) (CSS). The SDDC website also provides detailed information about [completing the Customer Satisfaction Survey](#).

Your CSS is extremely important. If a TSP has done a good job, your survey will help ensure that they get more military moves and may even be available to you for your next move. Likewise, if your TSP failed to meet expectations, your survey will help ensure that they get fewer military moves. Completing the CSS not only lets your TSP know how they did on your move, it will help make the system better for all future military and DoD civilian personnel and their families when they move.

Household Goods - Shipping Pets

Boarding

There are no kennels on base. For a complete listing of kennels check the yellow pages of the local phone directory. Remember it is a good idea to make advance reservations as soon as you know your arrival date and have your animals immunization records with you.

Registration

All pets must be registered by the local animal control agency. You must have proof of current rabies vaccine.

Quarantines

There are no quarantines required for pets arriving from overseas locations as long as the owner provides the following: an up to date rabies vaccine and a certificate of health that states the pet has no diseases.

Pet Travel

Once you have decided that an animal is going to be your traveling companion, plan for your pet's trip in the same way you plan your own - well in advance. Make sure your pet has no health problems. Your pet will be subjected to conditions guaranteed to cause stress. A clean bill of health is an important first step in assuring your pet's availability to adjust safely to unfamiliar surroundings. Also, make sure your pet has proper identification tags. The information should include your pet's name, your name, address and phone number. The carrier in which your pet will be spending his trip is of the utmost importance.

Special Needs

As many as 15 percent of military families have members with special needs. These include spouses, children, or dependent parents who require special medical or educational services. These family members have a diagnosed physical, intellectual or emotional condition. The Exceptional Family Member Program (EFMP) serves these families in several ways.

These four articles will provide families with special needs helpful information and points of contact:

[Enrollment/EFMP](#) – This article discusses the Exceptional Family Member Program enrollment, which is mandatory for all military personnel who have a member of their family with a medical or educational disability. The article discusses the purpose of enrollment, the process and provides Service-specific differences.

[Family Support/EFMP](#) – This article discusses the family support function of the EFMP, which may include information and referral support (to military and community resources), financial management assistance, relocation assistance, and for some families, case management. The article provides Service-specific differences and identifies the point of contact at each installation.

[Health Care/Special Needs](#) - The military health care system supports families with special needs in a number of ways. This article describes the special services and provides the point of contact at the Military Treatment Facility.

[Special Education/EIS](#) – Describes two programs that provide educational intervention for children with disabilities who are from birth to three (early intervention services) or are school aged (3-21) (special education).

Special Needs - EFMP Enrollment

What is the EFMP?

The EFMP supports military families with special medical and educational needs. The program has three components:

Identification and enrollment of a family member with special medical and/or educational needs.

Assignment coordination to determine the availability of services at the projected duty station.

Family support to help families identify and access programs and services.

Identification and Enrollment Who should enroll?

Family members with special medical or educational needs, including a spouse, child, or a dependent adult, should enroll in the program. This includes family members who:

require special medical services for a chronic condition such as asthma, attention deficit disorder, diabetes, multiple sclerosis, etc.

receive ongoing services from a medical specialist

have significant behavioral health concerns

receive early intervention or special education services through an individualized education program (IEP) or

individualized family service plan (IFSP)

Why enroll in the EFMP?

EFMP enrollment ensures a family member's documented medical and educational needs are considered during the assignment process. It also allows families to receive the support and assistance they need to navigate medical and educational systems.

How to enroll in the EFMP?

Enrollment in the EFMP is mandatory for active duty military members; members of the Guard or Reserves may enroll according to Service-specific guidance. Paperwork required for enrollment in the EFMP is available from the EFMP medical point of contact at the installation military treatment facility (MTF) or, in the Marine Corps, from Marine Corps Community Services (MCCS). The forms for enrollment are:

DD Form 2792, Family Member Medical Summary. In order to document medical needs, the service member, spouse, or adult family member completes the first page. The remainder is completed by the family member's physician or other qualified medical professional, and includes the diagnosis, frequency of care, medication, and any special accommodations required by the family member.

DD Form 2792-1, Special Education/Early Intervention Summary. In order to document educational needs, the sponsor, parent, or legal guardian completes items one through seven of the first page. The remainder of the form is completed by school or early intervention program personnel. The form includes the child's educational diagnosis and is accompanied by a copy of the IEP or individual family service plan (IFSP)

After the appropriate medical and/or educational provider completes the form, they must be returned to the EFMP medical point of contact.

Assignment Coordination

What is assignment coordination?

The military mission is the driving force behind the assignment process, but the EFMP enrollment ensures that a family member's special needs are considered in the process. Assignment coordination occurs when the personnel command requests medical and/or educational professionals to review a family member's documented needs to determine the availability of services at a projected location.

Why is assignment coordination important?

Assignment coordination is important because access to appropriate medical and educational services may be limited in some locations, especially in overseas and remote locations. When assignment coordination occurs, family members receive the care and support they require and the service member can focus more clearly on mission-related responsibilities.

Special Needs - EFMP Family Support

What is the EFMP?

The EFMP supports military families with special medical and educational needs. The program has three components:

Identification and enrollment of a family member with special medical and/or educational needs.

Assignment coordination to determine the availability of services at the projected duty station.

Family support to help families identify and access programs and services.

Family Support

What is Family Support?

EFMP family support helps families identify and access programs and services. Family support includes, but is not limited to, the following:

- information and referral for military and community services
- education and training about issues related to the special need
- referral to other family support center providers
- local school and early intervention services (EIS) information
- warm handoffs to the EFMP at the next location
- non-clinical case management, including individualized services plans

Where are EFMP family support providers located?

EFMP family support providers are primarily located at installation family support centers. For families who are not located near an installation, consult your Service website for more information about accessing services or call [Military OneSource](#) at 1-800-342-9647.

Special Needs - Health Care

Exceptional Family Member Program

The [Exceptional Family Member Program](#) (EFMP) is mandatory for all family members who have been identified with a special medical or educational need. Enrolling in the EFMP ensures that the family member's medical needs will be considered during the assignment coordination process.

Military Treatment Facility

The clinics and services available at [Military Treatment Facilities](#) vary by location. Before you move, identify the MTF that will serve you, visit the MTF's website to learn about the clinics and services available and to get relevant contact information.

Moving to a New TRICARE Region

If you anticipate a move to another [TRICARE region](#), work with your local TRICARE Service Center (TSC) or case manager before your move to ensure the transition is as smooth as possible. On arrival at the new duty location, your sponsor should contact the Beneficiary Counseling and Assistance Coordinator (BCAC) or TSC to ensure the transition plans are in place and to obtain authorizations for TRICARE [Extended Care Health Option](#) (ECHO) services, if applicable.

Beneficiary Counseling and Assistance Coordinator (BCAC)

All TRICARE Regional Offices and most MTFs are staffed with [BCACs](#) (formerly known as Health Benefits Advisors.) [BCACs](#) provide information, guidance and assistance on benefit options, TRICARE Prime enrollment, special authorizations, status of claims and eligibility, plus assistance with referrals and appointments. If you or your family member has a more severe medical need, contact your assigned [case manager](#).

Case Management

Case management involves a team of health care professionals who help you and your family to find solutions to complex health problems. It is important to inform your case manager if you are moving as he/she will connect you with the case manager at your new location.

Extended Care Health Option (ECHO)

TRICARE [ECHO](#) provides financial assistance to beneficiaries of active duty service members who qualify based on specific mental or physical disabilities. ECHO offers an integrated set of services and supplies beyond the basic TRICARE program. ECHO is administered by regional contractors in the TRICARE North, South, and West Regions and by TRICARE Regional Offices in overseas locations.

Transporting Medical Equipment

Your [Installation Transportation Office](#) has special procedures to follow for the transportation of medical equipment that is necessary for medical treatment required by the sponsor or family member. Some types of medical equipment may be shipped in the same manner as Professional Books, Papers, and Equipment (PBP&E).

Federal and State Health Care Programs

Medicaid - [Medicaid](#) pays for medical assistance for certain individuals and families with low incomes and resources. State Medicaid programs are usually administered by departments of social service or departments of medical assistance.

Supplemental Security Income (SSI) - [SSI](#) is a cash assistance program intended to meet basic needs for food, clothing and shelter for those who are aged, blind or disabled. It provides cash to meet basic needs for food, clothing, and shelter. Families must reapply upon each move to another state.

Title V of the Social Security Act - Many states have services for children with special health care needs that are funded by the Maternal and Child Health Services Block Grant, or [Title V](#). State departments of health web sites and local health departments will provide information on state health benefits for children with special health care needs. The Maternal and Child Health Bureaus' web site has Title V information organized by State that provide you with [Title V points of contact](#) and other pertinent information.

Other Important Resources

Debt Collection Assistance Officer (DCAO) - TRICARE has a [DCAO](#) assigned to TRICARE Regional Offices and MTFs worldwide to help beneficiaries understand and get assistance with debt collection problems related to TRICARE. Individuals who have received a notice from a collection agency or a negative credit report because of a medical or dental bill should be referred to the nearest [DCAO](#).

Family Voices - [Family Voices](#) is a national, grassroots clearinghouse for information and education concerning the health care of children with special health needs. Family Voices also has State points of contacts with useful links to State programs and organizations.

Installation Specific Information

Exceptional Family Member Program (EFMP)

The Exceptional Family Member Program (EFMP) is a mandatory enrollment program that works with other military and civilian agencies to provide comprehensive and coordinated community support, housing, and educational, medical, and personnel services to Families with special/exceptional needs.

Support services include Parents of Picatinny, a support and educational outreach group for parents and their young children. Each session centers on hands-on activities as well as information for services in local communities, including educational and special needs advocacy.

An exceptional family member is a child or adult with any physical, emotional, developmental, or intellectual disability that requires special treatment, therapy, education, training, or counseling. Those who must enroll in the program include:

Active Army

US Army Reserve (USAR) soldiers in the USAR-Active Guard Reserve (AGR) and other USAR soldiers on active duty exceeding 30 days.

Army National Guard (ANG) personnel serving under the authority of title 10, United States Code.

Department of the Army civilian employees do not enroll in the program. However, they must identify dependent children with special education and medically related service needs each time they process for an assignment to a location outside the United States where dependent travel is authorized at Government expense.

If you have an Exceptional Family Member or would like more information on the program, contact the Exceptional Family Member Program Manager at 973-724-2145. You may also [visit us on the web](#).

Education - Special Education/EIS

Exceptional Family Member Program

The [Exceptional Family Member Program](#) (EFMP) is mandatory for all family members who have been identified with a special medical or educational need. Enrolling in the EFMP ensures that the family member's medical needs will be considered during the assignment coordination process.

Children from Birth to Three Years of Age

The Individuals with Disabilities Education Act (IDEA) requires all States and territories to provide [early intervention services](#) to children from birth to age three who are developmentally delayed, or who are at high risk of being developmentally delayed. Early intervention services may be provided by local school districts or health departments. There is no common name across States for the programs, but you may hear them referred to as Part C programs (because Part C is the section of the IDEA that pertains to early intervention).

The [National Early Childhood Technical Assistance Center](#) provides a list of State Part C directors and funded programs at their web site. [Military OneSource](#) can identify local early intervention programs for you.

Parents of children who receive early intervention services should hand-carry a copy of the Individual Family Service Plan (IFSP) and most current evaluation reports to the new location.

Children from 3 through 21 Years of Age

The Individuals with Disabilities Education Act (IDEA) requires all States and Territories to provide [special education services](#) to children who are from 3 through 21 year of age. Each local school district has a special education director, and each school should have a case study committee or school based committee (terms differ) that attends to special education students' needs.

Parents of children receiving special education and related services should hand-carry all pertinent school and medical documents to include their children's Individualized Education Program (IEP) and current testing and evaluation reports to the new school.

The IDEA requires that if a child transfers to a district in the same state, the receiving school must provide comparable services to those in the child's IEP from the sending district's until the new school develops and implements a new IEP. If a child transfers to another State, the receiving district must provide comparable services to those in the child's IEP from the sending district until the receiving district completes an evaluation and creates a new IEP.

Others who can help you:

Parent Training and Information Centers Each state is home to at least one Parent Training and Information Center

(PTI). PTIs serve families of children and young adults from birth to age 22 with all disabilities: physical, cognitive, emotional, and learning. They help families obtain appropriate education and services for their children with disabilities; work to improve education results for all children; train and inform parents and professionals on a variety of topics; resolve problems between families and schools or other agencies; and connect children with disabilities to community resources that address their needs. [The Technical Assistance Alliance for Parent Centers](#) provides addresses and phone number of the centers in your state.

STOMP (Specialized Training of Military Parents) is a federally funded Parent Training and Information (PTI) Center established to assist military families who have children with special education or health needs. The staff of the [STOMP Project](#) are parents of children who have disabilities and have experience in raising their children in military communities and traveling with their spouses to different locations.

Washington PAVE

STOMP Project

6316 So. 12th St.

Tacoma, WA 98465

253-565-2266 (v/tty)

1-800-5-PARENT (v/tty)

Fax: 253-566-8052

[Email](#)

Installation Specific Information

Contact Army Community Service Exceptional Family Member Program Manager at 973-724-4180 or DSN 312-880-4180 for a complete listing of private special education schools.

Copies of the New Jersey Core Curriculum Content Standards for Students with Severe Disabilities may be reviewed on line at the link below or purchased from the State Department of Education, Distribution Services Office for \$6, call 609-985-0905.

Students with Disabilities and the New Jersey Statewide Assessment System; Information for families. Contact the Office of Special Education Programs at 609-292-3065 for information.

Public School Special Education Programs

Below are the Special Education programs offered by the public school district serving Picatinny Arsenal residents.

Morris Knoll High School

The Morris Hills Regional District Special Education Department is viewed as one of the finest in New Jersey, boasting two New Jersey Teachers of the Year, a Morris County Teacher of the Year, an ARC new Jersey Professional of the Year, and two nationally acclaimed pilot programs. Satisfying the special needs of each individual student, and providing students an integrated education in the least restrictive environment make the Morris Hills Regional District's Special Education program a success.

Paramount to the success of the Morris Hills Regional District's Special Education program is the networking that exists among the classroom teachers, Child Study Team members, counselors, support personnel and parents. Close communication, appropriate praise and encouragement, career assessment, proper scheduling and course sequencing, remediation, the tailoring of student programs, and extensive support services, have enabled the district to:

- Improve employability of students with disabilities
- Reduce the dropout rate within the classified population
- Improve daily attendance of the population
- Reduce course failure rates
- Decrease the number of discipline referral

Students between the ages of 15 and 21 receive intensive instruction in both the special education and mainstream classrooms. Within the special education program, students travel among three or more "teachers of the handicapped" for academic instruction, preoccupational training, and life skills education. Yet, unlike a typical self-contained program, the Morris Hills Regional District's structure encourages mainstreaming of its moderate to severely-disabled students by enrolling these children in music, art, physical education, health education, and other selected mainstream classes, as well as integration within the public school programs.

Multiple Disabilities (MD) Program

The MD program provides students with instruction in functional skills, such as language arts, mathematics, computers, life skills, consumer education and pre-vocational education, as well as other courses related to the development of independent living skills. Students receive related services, such as physical therapy and Adaptive Physical Education, in accordance with their IEP's. A heavy emphasis is placed on speech and language development

throughout the program. Students receive job skills through a sequential program that involves pre-occupational training, participation in the Morris County School of Technology Special Needs program, or supervised evaluation and employment training at the local Occupational Training Center. As appropriate, students are placed at work sites both within the school and in the community. Supervision and job coaching is incorporated into each student's work training program.

Learning/Language Disabilities Program (LLD)

The LLD program provides students instruction in language arts, social studies, science, math, computers, occupational education, social skills, health education and physical education. As appropriate, students are enrolled in occupational training courses and participate in co-op work/study and job training programs.

Mainstreaming is an important part of the district's special education program. Students in all areas are integrated with the school population as a means of giving these students greater independence and an improved self-image.

Guidance Services

A special counselor in each high school is assigned to all classified students. Emphasis is placed on personal counseling, career assessment, monitoring and program planning. The special counselor attends all Child Study Team meetings and confers regularly with special education personnel and mainstream teachers.

Related Services

Speech Specialist

Students in need of speech assistance meet at least once a week with the Speech Specialist for speech correction, as outlined in the IEP. Individualized referrals are made to the Speech Specialist through the student's counselor or Case Manager.

Physical Therapy (PT)

PT is provided to Orthopedically Impaired and Multiply Disabled students, as noted in the students' IEP's. These students are evaluated by the Physical Therapist and an educational plan is developed to meet individual needs.

Support Study

Students in need of organizational skills, assistance with homework and help with class work may be scheduled for a Support Study during the school day or after school. Such support generally is provided two to four hours per week.

Student Transportation

Needs are identified by the Child Study Team. Those students requiring alternate transportation are serviced in accordance with their IEP's.

Adaptive Physical Education

This is scheduled for those students who require a more individualized and specialized approach the physical activity.

Monitoring

Each classified student is assigned an Instructional Monitor (a member of the CST, a Resource Center Teacher, or a Special Education Teacher) who monitors the student in mainstream courses and communicates needs to the Child Study Team, parent and/or counselor.

Contact Information

Department of Special Services 973-989-2792.

Health Care - Overview

Moving With TRICARE

Whether moving stateside or overseas, active duty families can now switch their TRICARE Prime enrollment by phone! Before you start your move, contact your losing TRICARE health care contractor to see if you need to switch to a new region. TRICARE does the rest! You must update DEERS (Defense Enrollment Eligibility Reporting System) with your new address so you do not have any disruptions in service and your enrollment moves with you. Get contact information, and more TRICARE [moving tips](#) on the TRICARE website.

Your [TRICARE](#) coverage is completely portable—meaning it moves with you. You are covered worldwide—both in-

transit to your new duty location and once you arrive—but depending on where you go, you may use a different TRICARE health plan option. Additionally, you may have different enrollment steps depending on which health plan option is available in your new area.

When Enrolled in a TRICARE Prime Option

The TRICARE Prime options include TRICARE Prime and TRICARE Prime Remote for stateside and TRICARE Prime Overseas and TRICARE Prime Remote Overseas for overseas. Follow these simple steps to set-up Prime coverage in your new location without a break in coverage.

Do not disenroll from your TRICARE Prime option before you move.

Call your losing contractor and provide information about your upcoming move; new duty station, expected date of arrival, cell phone number, valid email address, and eligible family members moving to the new location.

Your losing contractor passes the information along to your new contractor.

Within five days of your anticipated arrival, your new contractor will try to call/contact you to confirm your arrival and enrollment choices.

Once you agree to the transfer, the process is complete. It could take up to four days, but you never lose TRICARE Prime/Prime Remote coverage.

There are other ways to set-up Prime in your new area:

Before moving, visit your local TRICARE Service Center to complete an enrollment change form.

Go online and set-up your new enrollment via the [Beneficiary Web Enrollment Website](#)

Download and complete a [TRICARE Prime Enrollment Application and PCM Change Form](#). Mail it to the new contractor or drop it at a local TRICARE Service Center.

Enroll when you in-process at your new duty station.

Enrollment and assignment of a new primary care manager (PCM) should occur within 30 days when moving within the same region, moving to a new region or overseas.

Update your personal information in the [Defense Enrollment Eligibility Reporting System \(DEERS\)](#) immediately, as your new location reflected in DEERS is the key to transferring enrollment.

Where you are moving determines which Prime option is available.

Prime Options in the United States

TRICARE Prime

TRICARE Prime is offered in Prime service areas—geographic areas typically located around a military treatment facility—throughout the country.

TRICARE Prime Remote

In non-Prime service areas, which are generally 30 minute drive-time or 30 miles from the nearest MTF, TRICARE offers TRICARE Prime Remote. Enrollment is normally with a network provider when available; otherwise, enrollment is with a TRICARE authorized provider who manages all of your care. Any TRICARE-eligible family members living with you in a TRICARE Prime Remote area can enroll in TRICARE Prime Remote for active duty family members. Be sure to include them on the enrollment form.

TRICARE Region	Managed Care Support Partner	Call Toll-Free	Website
North	Health Net Federal Services, Inc.	877-874-2273	www.hnfs.com
South	Humana Military Healthcare Services, Inc.	800-444-5445	www.humana-military.com
West	TriWest Healthcare Alliance	888-874-9378	www.triwest.com

Prime Options Outside the United States

TRICARE Prime Overseas (TOP)/TRICARE Prime Remote Overseas

TRICARE Prime Remote Overseas is a Prime option offered in designated remote overseas locations. Command-sponsored family members who reside with you are eligible for TRICARE Prime Overseas. Be sure to include all family members who wish to use TRICARE Prime Overseas.

Before you move to another overseas area or to an area within the United States, contact the nearest TRICARE Service Center or managed care contractor for assistance.

TRICARE - Eurasia - Africa

TRICARE - Latin America and Canada

TRICARE - Pacific

TOP Regional Call Center (1)

TOP Regional Call Center (1)

+44-20-8762-8384

tricarelon@internationalsos.com**Medical Assistance (2)**

+44-20-8762-8133

TOP Regional Call Center (1)

+1-215-942-8393

tricarephi@internationalsos.com**Medical Assistance (2)**

p>+1-215-942-8320

Singapore: +65-6339-2676

sin.tricare@internationalsos.com

Sydney: +61-9273-2710

sydricare@internationalsos.com**Medical Assistance (2)**

Singapore: +65-6338-9277

Sydney: +61-2-9273-2760

TRICARE Area Office

+49-6302-67-6314

314-496-6314 (DSN)

teoweb@europe.tricare.osd.milwww.tricare.mil/overseas**TRICARE ARea Office**

+1-703-588-1848

312-425-1848 (DSN)

taoloc@tma.osd.milwww.tricare.mil/overseas**TRICARE Area Office**

+81-6117-43-2036

315-643-2036 (DSN)

tpao.csc@med.navy.milwww.tricare.mil/overseas**Health Care Claims (Active Duty)**

TRICARE Active Duty Claims, PO Box 7968, Madison, WI 53707-7968 USA

Health Care Claims (Active Duty)

TRICARE Active Duty Claims, PO Box 7968, Madison WI 53707-7968 USA

Health Care Claims (Active Duty)

TRICARE Active Duty Claims, PO Box 7968, Madison, WI 53707-7968 USA

Health Care Claims (Non-active duty)

TRICARE Overseas Region 13, PO Box 8976, Madison, WI 53708-8976 USA

Health Care Claims (Non-active duty)

TRICARE Overseas Region 15, PO Box 7985, Madison, WI 53708-8976 USA

Health Care Claims (Non-active duty)

TRICARE Overseas Region 14, PO Box 7985, Madison, WI 53708-8976 USA

*(1) For toll-free numbers contact www.tricare-overseas.com**(2) Only call Medical Assistance numbers to coordinate overseas emergency care***When Using TRICARE Standard and Extra**

TRICARE Standard and Extra are available to family members only. Active duty service members are required to enroll in one of the Prime options described above.

TRICARE Standard and Extra are available throughout the United States and enrollment is not required. Any eligible active duty family member who is registered in DEERS may use these programs by seeing any non-network or network (Extra) TRICARE authorized provider. In areas outside of the United States, active duty family members who do not want to use a Prime option may use TRICARE Standard Overseas by seeing qualified host nation providers.

If you are already using TRICARE Standard and Extra, moving is easy.

Once you arrive at your new location, update your personal information in the Defense Enrollment Eligibility Reporting System (DEERS) immediately.

Find TRICARE-authorized providers in your new area.

Here are a few things to remember about using TRICARE Standard and Extra in a new region

In the U.S.: Visit your new regional contractor's website for a list of network providers. Remember, if you see network providers, you will be using the Extra option and pay lower cost shares.

Outside of the U.S.: Contact International SOS or the MTF Service Center for help locating a qualified host nation provider. The TRICARE Extra option is not available in overseas areas.

If you move to a new region, you will have a new claims address for submitting your TRICARE claims.

Learn your new region's prior authorization requirements because these requirements can differ by region.

When Using TRICARE For Life

TRICARE For Life—TRICARE's supplemental coverage for those who are eligible for Medicare **and have purchased Medicare Part B**—requires no enrollment and you will have a smooth transition when you move. [TRICARE for Life](#) contact information: WPS TRICARE For Life, P.O. Box 7889, Madison, WI 53707-7889; 1-866-773-0404; TDD 1-866-773-0405

Once you arrive at your new location, update your personal information in the Defense Enrollment Eligibility Reporting System (DEERS) immediately.

Find Medicare providers in your new area.

Visit Medicare's [website](#).

If you move overseas, your TRICARE For Life coverage may change depending on where you move. In U.S. Territories such as Guam, Puerto Rico and the U.S. Virgin Islands, TRICARE For Life coverage works the same as the stateside program. But, in all other overseas locations, TRICARE For Life Overseas works differently because Medicare does not provide coverage in most overseas locations. Therefore, TRICARE is the primary payer. You can get care from any host nation provider and you will be responsible for TRICARE deductibles and cost shares.

Contact International SOS, or the TRICARE Area Office for the overseas area where you are moving, or the nearest American Embassy Health Unit for assistance finding a host nation provider.

Getting Care Along the Way

Routine Medical and Dental Care—Get it before you go.

Before you move, make sure you have received any routine medical or dental care you think you might need during the time you will be traveling. Or, delay the care until you get to your new duty location. Check supply of all prescription medications and get refills/new prescriptions until you can make an appointment with your new Primary Care Manager (PCM) at your new duty site.

Emergency Care in the United States—Call 911 or go to the nearest emergency room.

TRICARE defines emergency care as medical services provided for a sudden or unexpected medical or psychiatric condition, or the sudden worsening of a chronic (ongoing) condition that is threatening to life, limb, or sight and needs immediate medical treatment, or which has painful symptoms that need immediate relief to stop suffering. If you are near a military treatment facility (MTF), you should go to the MTF or military dental treatment facility for emergency services. If you are seen in a civilian facility, contact your PCM or regional contractor within 24 hours.

Urgent care in the United States—Coordinate with your PCM and/or regional contractor

TRICARE defines urgent care as medical care for a condition that will not result in disability or death if not treated immediately but should be treated within 24 hours to avoid further complications. If you are in a Prime program, you must coordinate urgent care with your primary care manager and/or regional contractor before receiving the care. If you are in TRICARE Standard and Extra or TRICARE For Life, you can receive care as you normally would. You should, however, contact your contractor as soon as possible to coordinate any prior authorizations that are needed.

Emergency or Urgent care Overseas follow these steps

AD and ADFM enrolled in TRICARE Prime and travelling outside the United States: Contact the TRICARE Area Office, or go to their [website](#) for assistance finding Emergency or Urgent care.

AD and ADFM stationed overseas:

For Urgent care coordination, contact your MTF PCM, or

Contact the closest TRICARE Area Office, or

Contact the TRICARE Overseas Regional Call Center, or

Go to their [website](#) (internationalsos.com)

You do not need prior authorization for emergency or urgent care but the TRICARE Area Office or TRICARE Global Remote Call Center will help you find the best care available in the overseas area in which you are traveling.

Filling Prescriptions on the Road

You should have all your prescriptions filled before you leave, but if you need a prescription filled while you are traveling in the United States, you have several options:

If near an MTF, fill the prescription at the MTF pharmacy.

Find the closest TRICARE network pharmacy.

If a network pharmacy is not available, you can visit a non-network pharmacy. In this case, you may have to pay up front for your medications and file a claim with Express Scripts, Inc., for reimbursement. For more details, visit the [TRICARE website](#)

The TRICARE home-delivery is not recommended for a prescription you need right away, but if you'll be away for a long time, you can arrange for any regular prescriptions to be filled via the mail-order pharmacy.

Your pharmacy coverage is limited overseas:

TRICARE network pharmacies are only located in the United States, Puerto Rico, Guam and the U.S. Virgin Islands. You can have prescriptions filled at host-nation pharmacies, if necessary. Host-nation pharmacies are treated the same as non-network pharmacies. If you have prescriptions filled at a host-nation pharmacy, you should expect to pay for the total amount up front and file a claim with Wisconsin Physicians Service for partial reimbursement. To learn more about pharmacy claims, visit the [TRICARE website](#).

To use the mail-order pharmacy overseas, the prescription must be from a U.S. licensed provider and you must have an APO or FPO address.

If You Have Questions

Your regional contractors and TRICARE Area Offices are available to answer your questions. These offices are listed above. Find even more information about moving, updating DEERS, the TRICARE regions and much more at the [TRICARE website](#).

Installation Specific Information

Medical Care

Picatinny Arsenal does not have a Clinic or any medical services provided on base. Picatinny is designated as Prime Remote.

A TRICARE Information office is located in Army Community Service, Bldg 34N. There is a designated work area with a desk and a telephone for those who need additional information or assistance. Individuals working at ACS are not trained to give any information or guidance beyond that provided in this fact sheet.

Active Duty Sick Call -- Basic Sick Call services can be obtained by your local Primary Care Manager (TRICARE Prime Remote). There is no Active Duty Sick Call or any other medical services provided by the Occupational Health Clinic at Picatinny.

Picatinny Arsenal is in TRICARE Region North. The managed care contractor for the North Region is Health Net. Family members residing with their sponsor will enroll in TRICARE Prime Remote. As always, TRICARE Standard patients may go to any TRICARE authorized provider and pay the required deductibles and co-payments.

Pharmacy

There are local pharmacies that participate in TRICARE and can be confirmed by Express Scripts at 866-363-8667. Active Duty may fill prescriptions locally at pharmacies participating in TRICARE Prime. Service members may show their ID card or TRICARE Prime Remote card and the prescription is free.

Prescriptions can and will be filled at no cost to authorized beneficiaries at the West Point pharmacy. West Point is approximately an hour and a half drive from the Arsenal.

The National Mail Order Pharmacy (for long term medication) is another option. The following are eligible to use the National Mail Order Pharmacy:

Active Duty

CHAMPUS/TRICARE eligible beneficiaries under age 65

Uniformed Services Treatment Facility (USTF)

For additional information call National Mail Order at 866-363-8667 or pick up National Mail Order Pharmacy Program information at ACS, Bldg. 34N.

Dental Care

United Concordia provides dental care for military family members. They can be reached at 800-866-8499, Monday-Friday, 8 am until 8 pm. If family members are not enrolled, the sponsor may do so by filling out a DD 2494. Coverage is effective after payroll deduction premium has been reflected on the Leave and Earning Statement (LES). Sponsor must make certain DEERS information is current and correct.

Persons assigned to Picatinny Arsenal may contact the HQ Detachment at 845-724-7245 for forms and assistance. Active Duty Military who are located at Picatinny Arsenal may now access dental services in the civilian community within the scope of the Tri-Service Remote Dental Program (RDP), administered by the Military Medical Support Office (MMSO).

You may receive up to \$500 per year in dental services without pre-approval for routine dental care. If estimated cost of service exceeds \$500, the service member must have the dentist submit a preauthorization form to the MMSO. Pre-approval must be received before proceeding with the treatment or payment may be denied.

In addition, active duty personnel may receive dental care at Saunders Dental Clinic West Point. Contact Saunders Dental Clinic, DSN 312-688-3121/2505; or 845-938-3121/2505 to schedule an appointment.

Child and Youth Programs

General Information The Department of Defense (DoD) and the Military Services take great pride in the variety and quality of services provided to children and youth on installations worldwide. While the services provided depend on the size of the location, the standards and quality of services are consistent and meet established regulations. The network has hundreds of locations worldwide serving over 1.3 million children. Child Development Centers (CDC) These facilities generally offer child care for children ages six weeks to 5 years old. Care is typically available weekdays. CDCs vary in size; the average CDC cares for about 200 children. All programs must be certified by the DoD and accredited by a national accrediting body such as the

National Association for the Education of Young Children. In-Home Childcare With in-home childcare, children receive their care in the private home of a certified provider living in government-owned or leased housing or in state-licensed homes in the community. Family child care provides accommodating child care arrangements, including night, weekend, and flexible hourly care for shift work. In-home childcare programs offer comparable care to a CDC. Providers must be certified by the DoD, and some seek additional accreditation from the National Association of Family Child Care (NAFCC). Regulations limit the number of children that may be cared for at one time: no more than six children under age eight, and no more than two children under two years old. School-Age Program (SAP) DoD School-Age programs (SAP) are offered for children, kindergarten through 6th grade before and/or after school, during holidays, and summer vacations. Emphasis is placed on SAP programs which meet community needs, reinforce family values, and promote the cognitive, social, emotional, and physical development of children. SAP may be provided in DoD Youth Centers, Child Development Centers or other suitable facilities. To expand school-age program spaces, DoD policy encourages use of youth centers; on-and off-base schools, and other suitable facilities such as community centers. Accreditation of DoD SAP programs is a requirement. Accreditation sets the professional standards for after school programs and helps families identify high-quality programs. Waiting List Due to a high demand for care, you may be placed on a wait list. Your position on the wait list depends on many factors that are at the discretion of the installation and may include your spouse's military status, the date you apply, deployment and your employment. If these factors change while you are on the wait list, your position will be changed accordingly, so it is important that you keep your information up-to-date. Childcare is not an entitlement, and fees are income-based. Fees throughout the child development system of care fall into fee ranges set by DoD. To apply for child care, fill out DD Form 2606, the Department of Defense Child Development Program Request for Care Record and return to the Parent Central Services office. The Department of Defense has a long history of providing positive youth programs that focus on alternative activities for youth during out-of-school hours. Today, DoD continues to be committed to youth by providing consistent guidance and stable and dynamic programs in more than 350 youth programs worldwide. DoD promotes positive youth development by designing programs to recognize the achievements of youth and by developing partnerships with other youth-serving organizations like the Boys & Girls Clubs of America and 4-H that offer a variety of resources. Programs for teens and pre-teens vary from one base to another, but are governed by a consistent DoD instruction. Programs prepare young people to meet the challenges of adolescence and adulthood through a coordinated, progressive series of activities and experiences that help them become socially, emotionally, physically and cognitively competent. Programs usually include physical fitness and sports, arts and recreation, training in leadership, life skills and career/volunteer opportunities, mentoring, intervention and support services. Child Development Center (CDC) There are two child development centers in the Camp Zama community. Both Camp Zama CDC and Sagamiara (SHA) CDC are National Association for the Education of Young Children (NAEYC) Accredited programs. Children are cared for in a safe, warm, and supportive environment. Educational activities and programs are available for children ages 6 weeks through 6 years old. Programs are designed to promote a positive self image, develop fine and large muscle coordination, increase verbal communication, expand creative ideas, build self-help skills and problem-solving techniques, and to teach educational learning concepts through situational learning experiences and play. Centers on Installation Centers are conveniently located in two housing areas, Camp Zama and Sagamiara. The Zama CDC is located in Building 691. The SHA CDC is located in Building S-107. Hours of Operation -- CDC hours are from 5:30 am - 6:00 pm, Monday through Friday. Programs Offered Both CDCs offer Hourly Care, Part Day 3 and 5-day Toddler/ Preschool, Full Day Infant, Pre-toddler, Toddler, Pre-School, Pre-Kindergarten (Strong Beginnings), and Before/ After Kindergarten program. The Strong Beginning's Program located at Zama and SHA CDC runs concurrent with the Arnn Elementary School Calendar. Children must be 4 by September 1st and will attend Kindergarten the following school year to be able to participate. This program ends during the summer months. Hourly care reservations can be made 30 days in advance. Patrons should call DSN 315-263-4992 (Zama)/ 315-267-6564 (SHA) to make reservations. Hourly care must be paid in advance. Family Child Care (FCC) Family Child Care (FCC) Program is one child care option provided to military family members, Department of Defense civilians and Department of Defense contractors through the Army Child, Youth & School Services (CYS). The FCC Program is provided by military family members or civilians working as independent contractors in individual housing units located on a military installation, in government-controlled housing off the installation or civilian housing off the installation. FCC Homes have unique qualities making them the preferred child care choice for many families. Homes provide flexible hours, a comfortable family-like setting, and activities based on real life experiences in the home and neighborhood. In FCC, siblings can stay together, younger and older children learn from each other in a small group setting, and school-age children can remain in a neighborhood setting. Most homes offer full-day, part-day, and hourly care. Special services may include 24-hour and long-term care during mobilization and training exercises, evening and weekend care, and care for special needs children and mildly ill children. The flexibility of FCC providers is an asset in meeting the diverse work hours of military families. Parents can expect to receive the same quality of care in an FCC home as in the Child Development Centers or School-Age Care Program. The capacity of the FCC Home is determined by size of the home and the ages of the children enrolled in the home. Generally the capacity in an FCC Home at any one time is six children including the providers own children who are enrolled in the program. Homes serving infant/toddlers exclusively (4 weeks to 2 years) can serve a maximum of three children. Homes serving school-age children exclusively (5 to 12 Years) can serve a maximum of 8 children. For additional information, please contact the FCC Director at DSN: 315-263-3397. School Age Care (SAC) School Age Care (SAC) supplements the school schedule with a wide variety of after school activities for youth from 1st grade through 6th grade. SAC is located at the Sagamiara Housing area, Building 121-01. Hours of Operation -- Care is available Monday through Friday from 5:30 - 8:00 a.m. and 14:36 - 6:00 p.m. (School Days) and from 5:30 a.m. - 6:00 p.m. (full day service when school breaks). Summer Camp is available from 05:30 a.m. - 6:00 p.m. during the summer. Programs Offered -- SAC offers Before/After school, hourly care, school day out and summer camp programs. Transportation to and from Camp Zama is provided at the pickup and drop off point at Zama Youth Services. Summer Camp is sold in weekly packages only and includes meals, snacks, high adventure activities, and weekly field trips. We offer 4-H and Boys & Girls club of America clubs in the four service areas each week. We have a new state of the art facility with a homework/computer lab, game room, performing arts room, art/science room and multipurpose room. 6th graders can attend the School Age program for Free! 6th graders can come to after school care at no charge. Contact the SAC Facility Director at DSN 315-267-6013/6066 for more information. Youth Services The Youth Service (YS) Program is located on Camp Zama, Building 744. Registered teens from 7-12th grade can attend the Youth Center and activities. Hours of Operation Youth Center is open from: Monday - Thursday 2:30 p.m. - 8:00 p.m. Friday - 2:30 p.m. - 10:00 p.m. Saturday - 1:00 p.m. - 10:00 p.m. Summer hours: Monday-Thursday 12:00-8:00

p.m.Friday-Saturday 12:00-10:00 p.m. The Youth Center is located on Camp Zama, some of the activities at the center include: • video games • dances • technology club • lock-ins • talent shows, fashion shows • pool, ping pong • cooking • Boys and Girls Club Programs • 4-H Programs Field trips occur on a regular basis to places like Tokyo Disneyland, Summerland amusement park, ski trips and other activities around Japan. If an activity you like is not already sponsored by YS, join Keystone and Torch Clubs and help decide what kind of activities you want at Camp Zama. Contact the YS Director at DSN 315-263-8574 for further information. Youth Sponsorship Program The goal of the Youth Sponsorship is to connect incoming youth with Camp Zama youth. You may request a sponsor to assist you with questions or concerns about Japan. All our teens have been in your shoes, we want to lend a helping hand. The Youth Sponsorship Program helps youths moving to Japan by matching them up with another age-appropriate youth presently living here. The youths correspond in order to find out exactly what to expect upon their arrival at Camp Zama. If you are interested in connecting with a youth with similar likes, please go to the Youth Center's on-line website at <http://zamayouthcenter.org>., click on "Youth Sponsor Application". Once you have completed the application, please click on "Submit By Email" located at the bottom of the form. Your application will be received by a CYSS staff that will start working to link you with a sponsor. HIRED HIRED offers teens ages 15-18, an opportunity to obtain job skills and develop work related experience in the community. Teens choose a site they wish to work, interview, and if accepted begin working 15 hours a week after school and on weekends. Learn to build a resume, proper interview techniques, and proper work ethic. For information, please contact the Youth Center at 315-263-4500 and ask to speak to a HIRED representative. Youth Sports Youth Sports and Fitness (YSF) Program was developed to meet your children's recreation and athletic needs, emphasizing safety, participation, and fundamental good sportsmanship. Every program is designed to provide all youth the opportunity to participate, develop fundamental skills and grow in an atmosphere of sportsmanship, citizenship and teamwork. Eligible youth may participate in the sports program for a fee. When your child(ren) register to participate, they will be assigned to a team, hand receipted a basic uniform, and guaranteed a specific amount of playing time. YSF sports fees are subject to change. All participants must have an updated sports physical on file before registering for any sports. The Youth Sports Program offers a wide variety of sporting events, activities, clinics, and games for youth beginning at age 3. Activities include baseball, basketball, soccer, dodge ball, swimming, cheerleading and many others. Contact the Youth Sports Director for more information on signing up for youth sports or becoming a coach or volunteer. Youth Sports is located at the Youth Center, Building 744. Call DSN 315-263-5437 for more information. Youth Employment Family members, 14 to 23 years of age may work during the summer through the community summer hire program. Applications for this program are available in May of each year. During the year family members can also work part-time or participant in the Career Work Experience (CWE) program. This program places you at an approved work site where you can earn school credits while gaining skills and experience for a future job. Contact your school counselor for more information about this program. Army Community Service and the American Red Cross office are excellent places to gain skills while volunteering. Youth services and Army Community Service (ACS) offers classes on how to complete job applications and interview for a job. Jobs can range from office work to lifeguard (must be 15 years old with a valid Red Cross Advance Life Saving certificate issued within the past three years) to grass cutter. The PX hires family members as sales associates, greeters and stock clerks. The commissary allows youth to work as baggers only. For pay rates and more information about jobs, visit the ACS Family Member Employment Assistant Manager when you arrive. SKIESUnlimited The SKIESUnlimited Program is located on Sagamiara Housing Area, Building 337s. We offer instructional classes to eligible Youth from ages 2-18. Hours of Operation Program Hours Monday - Friday 10:00-1900Sat-Sun Closed The name SKIES Unlimited combines the acronym for "Schools of Knowledge, Inspiration, Exploration, and Skills" with the word Unlimited for the unlimited learning possibilities this exciting new initiative offers Army children and youth. 1. SKIESUnlimited provides the framework or umbrella for all instructional programming in the CYS System worldwide. 2. KIESUnlimited encompasses instructional programs for children and youth from infancy to adolescence i.e., four weeks through the end of their senior year in high school. 3. Through SKIESUnlimited, children and youth in CDS, SAS, MS&T Programs have equal access to opportunities that expand their knowledge, inspire them, allow them to explore, and acquire new skills. Youth people spend as much as 80% of their waking time outside the classroom. When involved in instructional programs during the critical hours of 3-8 PM, they are less likely to engage in undesirable behavior. Children and youth participate in instructional programs for a variety of reasons: to explore new skills, to pursue and nurture personal interests, to interact socially with others, to build a resume, to bolster a college application, or to foster a close relationship with caring, knowledgeable adults outside of the home. What SKIESUnlimited Offers Instructional programs foster the development of critical life, leadership, and social skills. The latest educational research confirms that a student's involvement in after-school instructional programs is beneficial on all levels. Instructional programs have been shown to promote the intellectual development of children and youth. The SKIESUnlimited Program offers a wide variety of instructional classes. Activities include Dance, Martial Arts, Ballet, Piano, Violin, Zumba and much more. For more information, contact the SKIESUnlimited Director at DSN 315-267-6137. School Liaison Officer (SLO) The School Liaison Officer (SLO) for the Zama Community is available to assist families who have school-age children enrolled in Zama High, Zama Middle, and Arnn Elementary School, as well as home school. The SLO is available to work with the community and command on any school related issue such as assisting families involved in home-schooling their children by offering/coordinating resources that are available within the community that will help broaden their youth's hands-on knowledge and experiences. The SLO can offer families information on requirements for registration, graduation, and PCS information. The SLO collaborates with parents on ensuring academic success of their child and educating parents on the local school system policies and procedures. The SLO can supply families with information on applying for grants and scholarships, and assist families with post secondary education questions. The SLO also assists with transitioning families into and out of the community and schools by providing points of contact and information for those families PCSing and so much more. The School Liaison Officer is here to assist you. To contact you may send an email to usarmy.zama.imcom-pacific.mbx.usagj-dfmwr-school-liaiso@mail.mil, call 315-263-3241 or visit CYSS Parent Central Services.

Child Care

Child Development Center (CDC)

The Picatinny Child Development Center, located in Building 175, provides quality child care for children ages 6 weeks to 5 years. The Center is accredited by the National Association for the Education of Young Children (NAEYC). If

you will be coming to Picatinny Arsenal and will need space in Child Development Service, please contact us with a projection of when space would be needed.

Eligibility

The Child Development Center provides care for children of military and civilian employees at Picatinny Arsenal.

Registration Requirements

Child Development Center handles registration for all Child Development services. If eligible for care, you may call ahead and request to be placed on the waiting list as soon as you are notified of your assignment to Picatinny Arsenal. For more information, contact the CDC at 973-724-5555.

Waiting List

Placement on the waiting list does not guarantee care when needed. Placement in a program depends on openings available at the time you require care. For more information, to include information regarding priority care and waiting list length, you may reach us at 973-724-5555 or DSN 312-880-5555.

Respite Care

Respite Child Care will provide your family with free child care each month for each of your eligible children. You can use this time to run errands, attend appointments, or just take some well-deserved time out for yourself. Contact the CDC for more information at 973-724-5555.

Programs Offered

Following is a list of programs offered at the Picatinny CDC:

Full day care -- Available from 7:00 am until 5:00 pm. Developmentally appropriate care and activities are provided by a trained and caring staff. Children enjoy a mix of indoor and outdoor activities daily. Call 973-724-5555 for registration and Waiting List information.

Hourly Care -- Available for active duty military patrons from 8:00 am until 4:30 pm. For reservations or more information please call 973-724-4337.

Part Day Preschool -- Picatinny CDC offers Part Day Preschool classes from September to June. Open to children three to five years of age and potty trained, classes are held 8:30-11:30 am on a Monday, Wednesday, Friday schedule or a Tuesday, Thursday schedule. Open for limited enrollment, early registration for classes is encouraged. Children enrolled in Part Day classes enjoy a wide range of developmentally appropriate activities under the guidance of a CDA (Child Development Associate) certified instructor. For information please call 973-724-4337.

Costs -- Rates are on a sliding scale according to total family income.

Family Child Care (FCC)

Family Child Care provides care for children from infants to school age in on-post homes. Providers are trained by Child and Youth Personnel. For information about Family Child Care, or to become a provider, call the Family Child Care Director at 973-724-5726.

School Age Services (SAS)

The School Age Services (SAS) program provides care and daily activities which are suitable for school age children (ages 5-12) before and after school, as well as during their breaks. A 9 week summer camp program is available through the SAS Program.

It is their "home away from home" and is a place where a great deal of growth and development takes place. Free play activities are a central part of the program along with time for homework and computer lab. The environment is designed to be challenging, both mentally and physically, to foster independence and to allow children to grow and develop at their own rate.

Participation in a creative, summer camp program is also available. The benefits of children involved in recreational programs are numerous. SAS strives to achieve social growth, positive values, self-expression and personal development.

Youth Services

Youth Services

Youth Sponsorship Program

All youth between the ages 8-18 can request a youth sponsor before, during, or after their move to the Picatinny area.

A youth sponsor can assist new youth to become familiar with their surroundings, services that are available, information about schools, shopping, culture, and maybe become your new friend! Youth sponsorship is coordinated by the Youth Education Support Services and will match sponsors to new youths according to gender, age/grade, interests/hobbies, and school attending. If you will be moving to Picatinny and would like to have a youth sponsor, call the center at 973-724-7183/ 973-724-5555. You may [visit our website](#) for more information.

Youth Employment

Employment opportunities are available to teens ages 14-18 upon registration with the Teen Employment Program, a referral service that matches employers needs to teens skills.

Teen Center

The Teen Center is open from 5:30 - 8:30 p.m. three evenings a week and from 10:00 a.m. - 6:00 p.m. on Saturday. Separate times and activities for Pre-Teens and Teens. Activities are posted monthly on the [Picatinny Youth Services web page](#). The Teen Center offers a place for youth to socialize with friends as well as scheduled field trips. Thursday nights are club and sports night in building 3156.

Youth Services includes our Middle School Program, SKIES Instructional Program, Youth Sports, Teen Center and Senior Summer Camp. All of these also include programs offered through our partnerships with 4H and the Boys and Girls Club of America. The programs are open to Active Duty Military, DOD Civilians and DOD Contractors.

The after school program for Middle School Youth is held in building 3156 and includes homework help and computer lab time. Most Teen Center evening activities and the full day nine week Senior Summer Camp is held in building 3228.

SKIES offers instructional programs for youth of all ages. Some recently offered instructional programs are snowboarding, karate, dance, and First Tee golf instructions. Fees for these programs vary and are posted when the programs are announced.

There is no registration fee to be enrolled in Youth Services, but some individual programs may include a fee. Participants may enroll by calling the [Central Enrollment Office](#), 973-724-5555.

Youth Sports

Our Youth Sports include scheduled time at the CYS gym in building 3156 on Thursday nights for group sports activities. Soccer and T-Ball are team sports offered to children from Pre-K through six years of age. Team sports for older youth are offered through the Rockaway Township Recreation Department. Visit the [Youth Sports website](#) for more information.

New Parent Support Program

General Program Description

The Army New Parent Support Program (NPSP) provides intensive home visiting services to eligible Families with children prenatal to 3 years old whether they live on or off the installation. Activities and services provided include information and referral to military and civilian programs that support parents of infants and young children, such as parenting programs, respite care for children, and supervised play time for children. All activities and services provided through NPSP are voluntary and non-stigmatizing and emphasize the parents' strengths.

Goals of the Army NPSP are:

- Contribute to mission readiness.

- Support Family member adaptation to military life.

- Enhance the knowledge and skills Family members need to form healthy relationships and provide safe, nurturing environments for children to prevent Family violence.

- Foster a supportive military community for young military Families.

Staff Qualifications

NPSP Home Visitor staff consists of Licensed Clinical Social Workers and Registered Nurses. All personnel will possess the knowledge, skills, and abilities necessary for their professional certification/licensure and positions. Local installation or State background checks, including Army Central Registry checks, will be completed on all personnel who provide services to parents and their children and will be updated annually.

Eligibility Requirements

Families may be self-referred or referred by other agencies such as health care providers, chaplains, social service

staff, command, or Family Advocacy Program (FAP) staff.

How to Enroll

Interested families may contact the local Army Community Service (ACS) office, or their health care provider, for further information in the New Parent Support Program.

Family Center

Programs and Services

A key resource on your installation and a gateway to accessing all of the resources available to you, the Army Community Service provides information, support and services to help you balance the demands of family and the military lifestyle. The Army Community Service is one part of the overall installation family support system, which is the network of agencies, programs, services, partnerships and individuals that supports your personal and family life readiness, mobilization and deployment readiness, and mobility and economic readiness. The Army Community Service should be one of your first stops upon arriving at an installation; its programs and services will be an important resource for you and your family.

Deployment Readiness -- Assists you during all phases of the deployment cycle. We provide programs and services to individual soldiers, civilians, and family members throughout the deployment process. We educate you on what to expect and the best ways to prepare.

Relocation Readiness -- Provides information, referral, resources and tools to help you with permanent change of station (PCS) moves and post-move orientations. We maintain a loan closet from which families may borrow basic household goods. We also assist you with in-transit emergencies by providing classes on move-related topics such as buying or selling homes and individual PCS planning, among others. We serve as liaison to citizenship, immigration, and multicultural diversity information, and provide outreach to waiting families.

Personal Financial Readiness -- A program to assist you in sustaining financial self-sufficiency. You can learn more about debt liquidation, thrift savings plans, consumer and credit issues, and predatory lending.

Employment Readiness -- The training and information provided can help you identify and reach your employment and career development goals, manage the challenges associated with a mobile lifestyle and develop job search skills. Assists you in acquiring skills, networks, and resources that will allow you to participate in the work force and to develop a career/work plan.

Family Life Education -- Provides you with information and education about a variety of life cycle issues, including parenting and relationships, among others, to help you strengthen your relationships.

Information and Referral -- An integral function of the family center, information and referral services can assist you in locating needed services and programs available on your installation, through civilian agencies in the local community, and connect to national resources.

Army Community Service may also provide other services, such as counseling, family advocacy, fitness and recreation programs and Exceptional Family Member support. Services vary by location.

Employment - Overview

Employment Opportunities

Many employment opportunities are available near Picatinny Arsenal in the Morris County area which is the 5th largest cost living area in United States. The prospects for finding a job in the communities surrounding Picatinny Arsenal are good for secretarial skills, especially those with accurate typing, word processing and data entry/computer skills. Salary average is \$10.00 per hour and for IT entry level is \$12.50 per hour. Prospects are fair for professionals/paraprofessionals including nurses, computer programmers, teachers' aides (Special Education), and lab and surgical technicians. Salaries are commensurate with experience. The prospect of Federal Service Jobs is poor, with the possible exception of the Bureau of Prisons.

For information on state and county employment, go to the [NJ State Employment website](#) and click on Employment & Unemployment for information on the latest job opportunities and how to apply. The Employment Readiness manager is ready to assist you with your job search. You will be assisted with resume preparation and review and to put you in contact with prospective employers outside of the Picatinny area.

Family members stationed at Picatinny Arsenal may also find employment with national temporary employment services such as Contemporary Staffing Service, and Personnel preferred. These companies offer many clerical, administrative and professional/technical positions. A listing of these agencies with contact information and more is available at the employment Readiness office.

Employment opportunities with NAF and other agencies within Picatinny can be searched by visiting the [CPOL website](#).

Employment Readiness Program

The Employment Readiness (ER) assistance office is located in the Army Community Service building 34N to provide services to the community. The ER Manager can be reached at 973-724-2145 or DSN 312-880-2145/7247.

ER maintains a job bank of employment opportunities in the local communities. Family members receive assistance with resume preparation, job applications, fax and telephone services. ER also offers seminars on job skills and personal development. Books and videos are available for client use. Employment assistance and seminars for **teens** are offered too. Family members who do not wish to seek employment are encouraged to volunteer to keep up their skills and to help our community. Some of the agencies that could benefit from volunteers are the American Red Cross, Army Family Team Building, Officers and Civilian Spouses Club, Chapel and Army Community Service.

Employment Documentation

Any family member who is seeking to develop a personal career must tackle the problems imposed by frequent moves. Networking before you move as well as after you arrive at your new duty station can sometimes be the key to a successful job search. Here are some tips that may help:

Update your resume.

Update your list of professional and personal references. Ask their permission before including their names as a reference.

Compile all college transcripts, certifications, and certificates of completion for all training you have successfully completed.

Ask your present employer if the company has a branch in the area where you are planning to relocate. A transfer may be possible.

If you are working for a Temporary Agency, transfer your records to the new location so you do not lose employment credit.

Talk to your friends, relatives or co-workers. They may have some ideas that can help.

Check local newspaper for job leads and employment environment.

Contact local Chambers of Commerce for business listings.

Contact local chapters of professional organizations.

Check with the State offices for requirements of licensed or certified positions.

Search the Internet.

Contact the Employment Readiness Manager for assistance.

Hand carry your personal records. Do not entrust these documents to the packers. Consolidate your resume, reference list, certifications, licenses, transcripts and any other personal documentation that is important to you and keep these documents in a safe and easily-retrievable location.

Unemployment Benefits

If you are relocating to New Jersey and have worked in a different state, you must file an Interstate Unemployment Claim against the state where you worked previously. Some states provide special telephone numbers and or internet addresses for filing interstate claims. In New Jersey, you may submit your claim to the [NJ Unemployment website](#).

Transition Assistance

Transition Assistant services are available at the Army Community Service located in building 34N. Please contact the Transition Manager at 973-724-2145.

Tuition Assistance

Army Emergency Relief provides tuition assistant to military spouses. Contact the Financial Readiness Officer at the Army Community Service; 973-724-4180.

MyCAA

For information on MyCAA and Military Spouse Education and Career Opportunities, visit [Military OneSource](#).

Relocation Assistance

Programs and Services

While moving is always stressful, your stress can be drastically reduced if you take full advantage of the information, education, and personal assistance provided to you by the Relocation Program. This is the place to find answers and get referral to other installation resources as well as assistance with in-transit emergencies. The most important thing you can do to ensure a smooth move is to start planning early using the many Relocation Assistance program services and tools available.

Individual PCS Planning -- Most relocation programs offer one-on-one consultation for anyone needing assistance. In particular those making their first military move, first overseas move, or those with challenging and complex situations such as special needs family members or financial problems should call the Relocation Program for an appointment.

Military Installations and Plan My Move -- For managing and planning your move, use these two DoD sponsored web-based relocation tools with information on over 250 installations worldwide. You can estimate expenses, find the forms necessary for housing and household goods, keep a calendar of events and take other necessary actions to ensure a successful move.

Loan Closet -- Basic household goods items are available to borrow while waiting for your personal property pre-departure or upon arrival. The typical items in stock include: pots and pans, dishes, silverware, irons, ironing boards, portacribs, high chairs, and infant/toddler car seats. Generally, towels and bed linens are not available, so these should be packed in your hold baggage.

Workshops and Briefings -- The classes offered vary from installation to installation but you can generally find classes on buying, selling and renting smart, budgeting and finance, moving with children, general moving preparation and many other moving related topics.

Pre-departure Briefings -- Sometimes called Smooth Move or PCS Briefings, you and your spouse will want to attend for sure. These briefings provide essential information that can prevent you from making uninformed and costly decisions before your move.

Settling-in Services -- These may include welcome wagon services, local area tours with childcare often provided, or basic household items to use until your goods arrive. Overseas arrival services may include introductory language classes and cultural awareness training.

Deployment Support -- The Family Center assists unit family readiness groups and Ombudsman programs during the entire deployment cycle. Support includes services for special needs, classes on deployment preparation, managing finances, helping children adjust, family separation, return and reunion, and information on resources available locally and on-line.

Foreign Born Spouse Support -- Whether your question concerns immigration and naturalization, learning the English language or how to take local transportation, the Relocation Program provides assistance, classes and referrals.

Emergency Assistance -- From time-to-time emergencies occur while moving, the Relocation Program office has the resources to provide emergency financial assistance and referrals.

Transition Assistance -- This is a mandatory program available to assist personnel and family members when they separate from the military. The Relocation Assistance office will establish your individual transition plan and refer you to all the installation and community resources necessary to complete a successful transition.

Installation Specific Information

Army Community Service (ACS) Relocation Readiness Program (RRP) -- One of the first stops when you arrive at Picatinny Arsenal should be ACS's RRP office. We can provide additional information and updates that have been designed to help you upon arrival. The Lending Closet is available to all those on PCS orders to and from Picatinny Arsenal. Relocation manager will answer your questions and be just a phone call or email away as you relocate to Picatinny Arsenal.

Services Offered are:

Picatinny Arsenal Welcome Packets
Lending Closet
Newcomer's Orientation/ Reentry
Pre and Post Move Counseling
Cultural Adaptation / ESL classes
Relocation Planning
Sponsorship Training
Overseas Orientation
Community Fair

Resource Libraries

Citizenship Workshops

Using Services Offered by RRP office -- In fact, you do not have to have your assignment to use Relocation Services. Newly married, first move with a family, on overseas assignment, a deployment, a job possibility at another installation, and a retirement or transition into the civilian work force are all examples of the Relocation Readiness customers that can and do use Relocation Readiness Program. The Relocation Readiness Program staff will access the information to meet the customer's needs and provide printouts and other information packets. The intent is to assist the single soldier, soldier with family members, DOD civilians, and family members in becoming educated to the relocation process and aid in their planning. Contact the [ACS office](#) at 973-724-5219.

Loan Closet

Items Available

Bedding

Aero Bed Raised - Queen - Full - Twin

Bed in a Bag Sets

Blanket - Queen - Full - Twin

Sheet Sets - Queen - Full - Twin

Pillows

Kitchen

Cookware/Bakeware

Dishes

Glasses

Silverware

Coffee Pot

Toaster/Toaster Oven

Can Opener

Blender

Tea Kettle

Dish Towels/Oven Mitts/Hot Pads

Hand Mixer

Crock Pot

Other Household Goods

Card Tables

Folding Chairs

Folding Tables 4 x 6

Vacuum

Alarm Clock

Steam Cleaner

Broom/Dust Pan

Iron/Ironing Board

Baby Items

Car Seats (5-35 lbs)

High Chair

Pack n play

Kitchen booster seat

Bumper Pads

Crib Sheets

Crib Bedding

How to Borrow

For information on the Loan Closet, contact the Relocation Assistance Program Manager.

The Lending Closet has been relocated from Building 34 North to Building 119. Anyone who needs to borrow from the loan closet must call Army Community Service at 973-724-5219 or 973-724-7247 to set up appointment to check out items. Please remember to bring PCS or ETS orders and ID Card.

Financial Assistance

Financial Assistance

Army Community Service Financial Readiness Program

The Army Community Service Financial Readiness Program offers Financial Planning and Consumer Affairs Services to help Service members and their Families develop and maintain a realistic Family budget, reduce debts, improve their credit, plan for the future through savings and investment, and resolve consumer complaints. The Financial Readiness Program offers regularly scheduled workshops to the Military and Civilian community on a wide range of financial issues such as budgeting, financial management, home buying and investing. Individual counseling is available for Service members and Families requiring or wishing to receive personal assistance.

Plan a PCS Budget

While on the road between your old and new duty station, always ask about military or government rates at motels and hotels to help you save money. Not all motels and hotels offer reduced military rates, but many do.

Before You Go -- Start Saving Now

Start saving now. Any PCS move is going to cost money. Experts say that 3 to 6 months pay in reserve should cover emergencies.

Get a sponsor at the new post. He or she will probably be able to answer a lot of the questions you are going to want to ask.

Contact Army Community Service (ACS) at the new post; they've got lots of useful information. Ask if they have a Family Member Employment Assistance Program if your spouse needs a new job.

Find out your new mailing address. Even if it is only your new unit or a postal service center, you'll need at least a temporary new address.

Send out change of address letters or cards (credit card companies, loan companies, magazines, and banks, anyone that owes you money or a deposit refund, insurance companies). Leave a forwarding address with the post office and Postal Service Center, as well as with your old unit.

Make out a list of company addresses, telephone, payment dates, and account numbers, etc. and take it (and the bills) with you. Do not pack them in your household goods or hold baggage.

Gather all-important papers, records, ID cards, wills, etc. and keep them handy throughout the move. Don't pack them in your household goods; carry them with you.

Get your children's school records or arrange for them to be sent to their new school.

Get family medical records that may be held by civilian doctors. Carry medical records with you if special needs must be met en route.

Talk to the housing office about temporary lodging after you clear your current quarters and before you actually depart for your new station. Find out if you will need to pay out of pocket for temporarily lodging and wait for reimbursement. Talk to the folks at the finance center. They can figure out how much travel pay you will receive. Talk to them about dislocation and temporary allowances, etc.

If you are renting an apartment or house off-post, arrange for an inspection after your household goods are removed.

Get an agreement In Writing that any damage or deposit money will be refunded.

Contact your auto lien holder and insurance company to let them know you will be moving. Find out if there is anything you need to do to take your vehicle with you prior to leaving.

Questions to ask your sponsor in regards to your finances

What is the general cost-of-living at the new post? Will my allowances (such as BAH) go up? Down?

Will I live on-post or off-post?

What about temporary lodging on the post when you arrive?

What's the weather like? (Do we need to buy special clothes?)

Is there a utility deposit waiver program?

What new laws, taxes or other requirements of this area should you know?

Will your spouse be able to get a job in the area? Will that require special childcare or transportation considerations?

Cost of Living

Since New Jersey and its surrounding area is generally considered to be a high cost (of living) area, Soldiers and their Families may be surprised by the initial outlay of dollars required to get established. High utility costs in the winter increase the cost of living during the winter season. Your actual living expenses may be higher or lower, and will depend on several variables including, but not limited to, location, availability and the choices you make.

As housing is a major concern, temporary quarters are recommended while waiting for your permanent quarters. If

you do not want to stay in temporary quarters, you can look off post. However, you will (generally) find off-post housing, even apartments, quite expensive. The average waiting time for quarters is 3 to 6 months, depending on your family size and what time of year you arrive. Since the Picatinny Arsenal Guest House has only four apartments, it is best to call the Community Recreation Branch to discuss reservations in advance of your arrival. Picatinny also offers temporary living arrangements in spacious trailers and will soon have rustic log cabins on post.

Army Emergency Relief

Army Emergency Relief (AER) can provide financial assistance to meet unforeseen expenses during required travel and related maintenance expenses such as car repairs, transportation, lodging and food when on PCS orders. AER assistance may also be provided for payment of initial rent and deposit, and payment of required utility deposits. Soldiers applying for AER financial assistance must use their chain of command when available. If you have a financial emergency while moving to your new duty station, contact the nearest installation of any service including the Coast Guard or contact a nearby office of the American Red Cross. Any military service or the Red Cross will then contact AER. Additionally, in transit Soldiers must also show orders and military ID card. Contact AER Manager at 973-724-4180 for more information.

Financial Considerations of a PCS

Financial Readiness is an integral part of Soldier and Family wellbeing. It is especially critical during relocation. Start saving for your move now! Every move will have costs you must pay upfront or out of pocket. It is suggested that you save a minimum amount equal to one month basic pay and one month BAH to assist you with moving expenses. Additional money should be saved to pay for security deposits and first month's rent or down payment on your new home. Plan to pay for any leave/vacation you take prior to arriving at Picatinny. The military does not finance your leave/vacation. Keep all receipts related to your move. You will need them when filing your finance reimbursement claim and for tax purposes. Plan for emergencies. Experts recommend having an emergency savings equal to 3 - 6 months of your income. Below is a list of some of the expenses you may be faced with when you PCS to Picatinny Arsenal. Think about them and begin to plan ahead.

Travel costs: tickets, gas, food and lodging, tolls, car tune-up, new tires before the trip, emergency repairs along the way.

Deposits: damage and rent deposits on apartments, utilities, telephone and TV cable.

Closing costs if buying or selling a house.

Temporary lodging at the old post and at the new post.

Food: restocking the refrigerator and food pantry.

Household incidentals: light bulbs, toilet paper, soaps, cleaning supplies and equipment, curtains.

Winter clothing: hats, scarves, gloves/mittens, snow boots, heavy coats/jacket

Other Financial Impacts

There may be other financial impacts of a PCS move. Here are some questions and thoughts to consider:

Do we depend on the money my spouse gets from his or her job?

How long will it be before he or she can get a new job?

Will it pay as well?

We may have to live on less money for a couple of months, or more.

Will the cost of living be higher? This includes not only higher housing and food costs, but also things like having to drive farther to work, child care costs, etc.

Are there entitlements we receive now that we may not longer receive? This includes COLA and OHA.

Planning for Emergencies

Army Emergency Relief (AER)

For those active duty or retired military families who find themselves in unexpected, emergency financial situations, Army Emergency Relief (AER) may be able to provide an interest free loan or outright grant. AER also provides assistance to spouses and orphans of deceased service members. Active duty soldiers should apply to Army Emergency Relief through their unit commanders. Contact the AER Officer at 973-724-4180.

American Red Cross

In times of emergency need, contact West Point's American Red Cross. The American Red Cross is always available for emergency aid anywhere you may be. Contact the nearest Red Cross chapter (phone numbers are usually listed in the white pages of the local phone directory) or just ask the operator for the number for the Red Cross. They can sometimes help with emergency financial assistance and contacting individuals that will need to know where you are and what's happening. Visit the [American Red Cross website](#) or call 973-538-2160.

Emergency En Route

No matter how well you've planned, emergencies do happen. What should you do in case of emergency while you are

traveling? If you are near a military installation of any service, call the post/base operator and ask to be connected with someone to help you. (The installation operator will know whom to contact in an emergency.) If you are not near an installation, ask the local information operator for the hospital or road service.

Important Documents/Hand Carry

First of all, make sure you have all your important papers with you - not packed with your household goods. Your important papers should include ID cards, shot records, and many copies of your orders. You must also have the phone numbers for your (new) Commander and Orderly Room. The phone number and address of your Sponsor can be invaluable in case of emergency while traveling to your next duty station.

Emergency Assistance

Planning for Emergencies

No matter how well you have planned your move, emergencies do happen. So make sure you "plan" for them.

Important Documents/Hand Carry

Make sure you have all your important papers with you - not packed in your household goods. Have your welcome packet with you, so if you need a phone number at your new duty station, you will have it.

Emergency Enroute

If enroute to your new duty assignment, you run into an emergency, try to find the nearest military installation for assistance. There are other military organizations that may be able to help. Find a phone book and locate the nearest American Red Cross, AAA or any other service that will help you during this emergency.

Financial Assistance

Army Emergency Relief (AER) and The American Red Cross both provide financial emergency assistance to soldiers and their family members.

Victim Advocate

For immediate emergency assistance, call the Picatinny Arsenal Police Department at 973-724-6666/5887. They are located in Building 173, Buffington Road.

Legal Assistance

Legal Services

The Picatinny Arsenal Legal Assistance Office consists of a well-trained and experienced attorney. The Legal Assistance Office provides assistance at no cost to Service Members, Family Members, DOD Civilians, and Retirees with a valid ID card.

Types of Services

This office provides a full range of free legal services including military administrative matters, with the exception of in court representation, and criminal defense work. Clients are seen on a walk-in basis for powers of attorney, notarizations, bills of sale, and dissemination of general information. Legal advice from an attorney can be obtained on an appointment basis.

The office assists with personal legal matters including:

- Family law (paternity, marriage, separation, divorce, nonsupport)
- Estate law (wills, advanced medical directives)
- Economic matters (bankruptcy, credit problems)
- Certain civil and military administrative matters

Household Goods Claims Services

The Army now coordinates with individual moving companies to provide Full Replacement Value of lost and damaged Household Goods (HHG). Claims are now filed directly with the moving company. Claims assistance is still available through the Picatinny claims office located with the Staff Judge Advocate. If you're eligible to receive legal assistance, contact the Picatinny Legal Office at 973-724-6597.

Deployment Support

Family Deployment Support

On occasion Soldiers arriving at Picatinny Arsenal may be assigned to a unit that is slated for deployment overseas. Deployment is a fact of life in the military and Picatinny Arsenal's Family and Morale, Welfare, and Recreation (FMWR) works hard to support Soldiers and their Families as they experience deployment at every stage. Army Community Service programs such as Mobilization and Deployment, Army Family Team Building, Financial Readiness, Outreach Services and Family Advocacy work hard to provide Soldiers and Family members with the tools and resources needed to prepare for and deal with the emotional rigors of deployment.

Mobilization and Deployment Readiness Program

The Mobilization and Deployment Readiness Program is dedicated to Family and Soldier Readiness. They provide Soldiers, their Families, Family Readiness Group Leaders, Commanders including Rear Detachment, First Sergeants, Chaplains, activated Reserve and National Guard Units with the necessary training and resources to ensure mission readiness, including the tools for training and preparing for future deployments and reunions. Classes geared specifically toward children are also available. It is essential Army Families are prepared to deal with the rigors and emotional toll of deployments. Volunteers can bring classes to units or Family Readiness Groups (FRG). Childcare is provided during workshops and trainings. Classes and training available:

FRG Leader Training

Pre-deployment Workshops & Training

Pre-deployment Briefings

Reunion Workshops

Battlemind for Spouses

Coping with Separation

Army One Source offers a wealth of information and resources including downloadable handbooks and brochures to help the military Family through deployments. For more information please call 973-724-5219 or DSN 312-880-5219.

Family Readiness Center (FRC)

The FRC offers a place for Family members to gather for meetings and classes, as well as a Family Lounge with TV/VCR for a place to go to relax and find the company and support of other Spouses experiencing deployment. Internet stations are available to make communicating with deployed Soldiers easier. Information and Referral has a wealth of information about Picatinny Arsenal and the surrounding communities. Crisis intervention is also available. Call the FRC at 973-724-7247/5219 or DSN 312-880-7247/5219.

Army Family Team Building (AFTB)

AFTB is helping empower Army Families through personal and Family preparedness training, which enhances overall Army readiness. AFTB helps Families adapt to Army life by providing information about the resources available to Soldiers and Family members. Workshops are held on a regular ongoing basis at the Army Community Service building. Child care is provided for all workshops, children must be registered with Child, Youth and School Services (CYSS) Central Enrollment Registry (CER). Call AFTB at 973-724-4180 or DSN 312-880-4180 for more information.

Financial Readiness Program (FRP)

Financial Planning and Consumer Affairs Services are offered to help Soldiers and their Families develop and maintain a realistic Family budget, reduce debts, improve their credit, plan for the future through savings and investment, and resolve consumer complaints. The program offers regularly scheduled classes on budgeting, checkbook/debit account management, and financial management. Call 973-724-4180 or DSN 312-880-4180 for more information.

Hearts Apart (Formerly "Waiting Families")

Hearts apart is a support group and a forum for Families of Soldiers who are deployed, on extended TDY, or on unaccompanied tours. A monthly newsletter is provided to update families about what's happening on Picatinny Arsenal and the surrounding community. The group meets on the 3rd Wednesday of each month to allow participants to be able to discuss their feelings and share experiences with others during the separation. Military Family Life Consultants are present to assist children with their needs/concerns. Quarterly activities are also offered. Contact Army Community Service at 973-724-5219 for more information.

[Click here](#) for a downloadable Hearts Apart booklet.

Family Assistance Information Forms

The Family Assistance Information Forms are available to Reserve and National Guard Soldiers during the Soldier Readiness Program (SRP) process. Information such as Family Members, Spouse, next of kin, special needs, medical problems, I.D. card, and pay options are collected. Family Assistance sheets are mailed to the military installation closest to your Family to facilitate assistance while you are deployed. Please call the ACS Mobilization and Deployment Readiness Program for more information.

Military Family Life Consultant (MFLC)

Military Family Life Consultant (MFLC) staff offer training for children and spouses to discuss deployment/separation issues. For more information about counseling sessions and training, contact the MFLC at 973-896-2233.

Contact Information

DSN Dialing Instructions: When dialing a DSN number from U.S. installation to U.S. installation, it is unnecessary to dial the 312 area code. When dialing a DSN number to/from overseas locations, the DSN area code must be included.

Picatinny Arsenal Community Readiness & Support Center
Building 119

Farley Avenue & Buffington Road

Picatinny Arsenal, NJ 07806

Phone 973-724-7247

Phone (DSN) 312-880-7247

Fax 973-724-2614

Fax (DSN) 312-880-2614

[Email](#) | [Website](#) | [Website](#) | [Map](#)

Adult Education Centers

Armanent University

Building 3409

1117 Farley Avenue

Picatinny Arsenal, NJ 07806

Phone 973-724-5631

Phone (DSN) 312-880-7247

Fax 973-724-5631

Fax (DSN) 312-880-5631

Mon – Fri 7:00 a.m. – 3:00 p.m.

Sat, Sun, and Holidays – closed

[Map](#)

Barracks/Single Service Member Housing

Post Housing Office

Bldg 34N

117 A. Farley Avenue

Picatinny Arsenal, NJ 07806

Phone 973-724-3506

Phone (DSN) 312-880-3506

Fax 973-724-6801

Fax (DSN) 312-880-6801

Mon - Fri 7:30 a.m. - 4:30 p.m.

Closed on Sat, Sun and Holidays

[Email](#) | [Website](#) | [Website](#) | [Map](#)

Beneficiary Counseling Assistance Coordinators

Patterson Army Health Clinic - BCAC

900 Washington Road

West Point, NY 10996

Phone 732-532-3203

Phone (DSN) 312-992-3203

Fax 732-532-2814

Fax (DSN) 312-992-2814

Mon and Fri 7:30 a.m. - 4:30 p.m.

Tues, Wed and Thur 7:30 a.m. - 6:00 p.m.

Sat, Sun and Holidays – closed

[Website](#) | [Map](#)

Casualty Assistance Officer

Casualty Assistance Officer

Building 5418, Delaware Avenue

Fort Dix, NJ 08640-5089

Phone 609-562-3147

Phone (DSN) 312-562-3147

Fax 609-562-2139

Fax (DSN) 609-562-2139

Mon - Fri 7:45 a.m. - 4:30 p.m.

Sat, Sun & Holidays - closed

[Map](#)

Chapels

Chaplain Office

Picatinny Arsenal Community Readiness & Support Center

Building 119, 1st floor

Farley Avenue & Buffington Road

Picatinny Arsenal, NJ 07806

Phone 973-724-4139 / 973-724-3792

Phone (DSN) 312-880-4139

Fax 973-724-2929/2614

Fax (DSN) 312-880-2929

Mon – Fri 9:00 a.m. – 4:00 p.m.

Sat, Sun, and Holidays – closed

[Email](#) | [Website](#) | [Map](#)

Child Development Centers

Child & Youth Services

Bldg 175

Buffington Road

Child Development Centers

Child Development Center

Schrader Avenue

Building 3156

1117 Farley Avenue
Picatinny Arsenal, NJ 07806
Phone 973-724-5555
Phone (DSN) 312-880-5555
Fax 973-724-2614
Fax (DSN) 312-880-2614
Mon - Fri 7:00 a.m. – 5:30 p.m.
Sat and Sun - closed
[Email](#) | [Website](#) | [Map](#)

Child and Youth Registration and Referral

Child & Youth Services
Building 175
Buffington Road
1117 Farley Avenue
Picatinny Arsenal, NJ 07806
Phone 973-724-5555
Phone (DSN) 312-880-5555
Fax 973-724-6402
Fax (DSN) 312-880-6402
Mon - Fri 7:00 a.m. – 5:30 p.m.
Sat and Sun – closed
[Website](#) | [Map](#)

Civilian Personnel Office

Civilian Personnel Advisory Center (CPAC)
Ramsey Avenue
Building 1
Picatinny Arsenal, NJ 07806
Phone 973-724-3109
Phone (DSN) 312-880-3109
Fax 973-724-3436
Fax (DSN) 312-880-2614
Mon - Fri 7:30 a.m. – 4:30 p.m.
Sat and Sun – closed
[Website](#) | [Map](#)

Dental Clinics

Dental, Patterson Army Health Clinic
Building #606
West Point, NY Phone 732-532-7063
Phone (DSN) 312-992-7063
Fax 732-532-6586
Fax (DSN) 312-992-6586
Mon - Fri 8:30 a.m. - 4:00 p.m.
Sat, Sun, and Holidays - Closed
[Website](#) | [Map](#)

EFMP - Enrollment

Enrollment/EFMP
Picatinny Arsenal Community Readiness & Support Center
Building 119
Farley Avenue & Buffington Road
Picatinny Arsenal, NJ 07806-5000

Picatinny Arsenal, NJ 07806
Phone 973-724-4337
Phone (DSN) 312-880-4337
Fax 973-724-6402
Fax (DSN) 312-880-6402
Mon - Fri 7:00 a.m. – 5:30 p.m.
Sat and Sun - closed
[Email](#) | [Website](#) | [Website](#) | [Map](#)

Citizenship and Immigration Services

Citizenship and Immigration Services
Peter Rodino Federal Building
970 Broad Street, Room 115
Newark, NJ 07102
Phone 973-639-6899
Fax 973-297-4848
Mon – Fri 7:30 a.m. – 4:30 p.m.
Sat, Sun, and Holidays - closed
[Website](#) | [Map](#)

Commissary/Shoppette

Commissary
Bldg 3325
Main Road
1117 Farley Avenue
Picatinny Arsenal, NJ 07806-5000
Phone 973-724-2918
Phone (DSN) 312- 880-2918
Fax 973-724-2089
Fax (DSN) 312-880-2089
Wed & Fri 9:30 a.m. – 6:00 p.m.
Thur 9:30 a.m. – 7:00 p.m.
Sat 9:00 a.m. – 5:00 p.m.
Sun 10:00 a.m. - 5:00 p.m.
Mon, Tues and Holidays - Closed
[Email](#) | [Website](#) | [Website](#) | [Map](#)

Deployment/Mobilization

Mobilization and Deployment Program – Picatinny Arsenal Community Readiness & Support Center
Building 119
Farley Avenue & Buffington Road
Picatinny Arsenal, NJ 07806-5000
Phone 973-724-5219
Phone (DSN) 312-880-5219
Fax 973-724-2614
Fax (DSN) 312-880-2614
Mon – Fri 7:00 a.m. – 3:30 p.m.
Closed on Sat, Sun and Holidays
[Email](#) | [Website](#) | [Map](#)

EFMP - Family Support

EFMP Family Support
Picatinny Arsenal Community Readiness & Support Center
Building 119
Farley Avenue & Buffington Road
Picatinny Arsenal, NJ 07806
Phone 973-724-2145

Phone 973-724-2145
Phone (DSN) 312-880-2145
Fax 973-724-2614
Fax (DSN) 312-880-2614
Mon – Fri 7:00 a.m. – 4:30 p.m.
Closed on Sat, Sun and Holidays
[Email](#) | [Website](#) | [Map](#)

Emergency Relief Services

American Red Cross
93 Spring Street
Suite 101
Newton, NJ 07860
Phone 973-579-1600
Fax 973-579-6183
Mon - Fri 8:30 am - 12:00 pm, 1:00 pm - 4:30 pm
Closed for lunch 12:00 noon - 1:00 pm
[Email](#) | [Website](#) | [Map](#)

Exchange(s)

Post Exchange
Bldg 3324
Belt Road
Picatinny Arsenal, NJ 07806-5000
Phone 973-989-2411 / 973-724-2518
Fax 973-989-2410
Fax (DSN) 312-880-2410
Tues – Fri 9:30 a.m. – 5:30 p.m.
Sat 9:30 a.m. -5:00 p.m.
Closed on Sun, Mon and Holidays
[Website](#) | [Website](#) | [Map](#)

Family Center

Picatinny Arsenal Community Readiness & Support Center
Building 119
Farley Avenue & Buffington Road
Picatinny Arsenal, NJ 07806-5000
Phone 973-724-7247
Phone (DSN) 312-880-7247
Fax 973-724-2614
Fax (DSN) 312-880-2614
Mon – Fri 7:00 a.m. – 4:30 p.m.
Closed on Sat, Sun and Holidays
[Email](#) | [Website](#) | [Map](#)

Family Child Care/Child Development Homes

Family Child Care
Bldg 175
Buffington Road
1117 Farley Avenue
Picatinny Arsenal, NJ 07806
Phone 973-724-5555
Phone (DSN) 312-880-5555
Fax 973-724-6402
Fax (DSN) 312-880-6402
Mon - Fri 7:00 a.m. – 5:30 p.m.
Sat and Sun – closed

Phone (DSN) 312-880-2145
Fax 973-724-2614
Fax (DSN) 312-880-2614
Mon – Fri – 7:30 a.m. – 4:30 p.m.
Sat, Sun, and Holidays – closed
[Email](#) | [Website](#) | [Map](#)

Emergency Relief Services

Army Emergency Relief
Picatinny Arsenal Community Readiness & Support Center
Building 119
Farley Avenue & Buffington Road
Picatinny Arsenal, NJ 07806-5000
Phone 973-724-3463
Phone (DSN) 312-880-3463
Fax 973-724-2614
Fax (DSN) 312-880-2614
Mon – Fri 7:00 a.m. – 4:30 p.m.
Closed on Sat, Sun and Holidays
[Email](#) | [Website](#) | [Map](#)

Family Advocacy Program

Family Advocacy Program
Picatinny Arsenal Community Readiness & Support Center
Building 119
Farley Avenue & Buffington Road
Picatinny Arsenal, NJ 07806
Phone 973-724-3568
Phone (DSN) 312-880-3568
Fax 973-724-2614
Fax (DSN) 312-880-2614
Mon - Fri 7:00 a.m. – 3:30 p.m.
Closed on Sat, Sun and Holidays
[Email](#) | [Website](#) | [Map](#)

Family Center

Survival Outreach Services
Picatinny Arsenal Community Readiness & Support Center, Building 119
Farley Avenue & Buffington Road
Picatinny Arsenal, NJ 07806-5000
Phone 973-724-7247
Phone (DSN) 312-880-7247
Fax 973-724-2614
Fax (DSN) 312-880-2614
Mon – Fri 7:00 a.m. – 3:30 p.m.
Closed on Sat, Sun and Holidays
[Email](#) | [Website](#) | [Map](#)

Finance Office

Finance Office
626 Swift Road
West Point, NY 10996
Phone 973-724-4180
Phone (DSN) 312-880-4180
Fax 973-724-2614
Fax (DSN) 312-880-2614
Mon – Fri 7:00 a.m. – 4:30 p.m.
Closed on Sat, Sun and Holidays
[Email](#) | [Website](#) | [Map](#)

[Website](#) | [Map](#)**Financial Institutions**

Picatinny Credit Union
ARDEC Building 30 South
Picatinny Arsenal, NJ 07806-5000
Phone 973-989-2612
Fax 973-989-8766
Mon, Tues, Wed, & Fri 8:00 AM - 3:30 PM
Sat, Sun, & Holidays – Closed

[Website](#) | [Map](#)**Golf Courses**

Golf Course
Bldg 121B
Buffington Road
1117 Farley Avenue
Picatinny Arsenal, NJ 07806
Phone 973-724-4653
Phone (DSN) 312-880-4653
Fax 973-724-2556
Fax (DSN) 312-880-2556
April through October:
Tues – Fri 7:30 a.m. – dusk
Sat & Sun 7:00a.m. – dusk
Mon & Holidays- Closed

[Website](#) | [Map](#)**Gymnasiums/Fitness Centers**

Total Fitness
Bldg 3150
Swamp Road
1117 Farley Avenue
Picatinny Arsenal, NJ 07806
Phone 973-724-4629
Phone (DSN) 312-880-4629
Fax 973-724-3263
Fax (DSN) 312-880-3263
Mon – Fri 5:30 a.m. – 9:00 p.m.
Sat – Sun 9:00 a.m. – 3:00 p.m.

[Email](#) | [Website](#) | [Map](#)**Hospital/Medical Treatment Facility(s)**

Keller Army Community Hospital (KACH)
900 Washington Road
West Point, NY 10996-1197
Phone 845-938-5169
Phone (DSN) 312-688-5169
Fax 845-938-6773
Fax (DSN) 312-688-6773
Mon - Fri 7:45 a.m. - 4:00 p.m.
Sat, Sun & Holidays - Closed
Emergency Room open 24/7
*Call 911 for Ambulance

[Email](#) | [Website](#) | [Map](#)**Household Goods/Transportation Office (inbound)**

Transportation Division PPSO (Personal Property) - Inbound
Bldg 33N
117 A. Farley Avenue
Picatinny Arsenal, NJ 07806
Phone 973-724-9534
Phone (DSN) 312-880-9534
Fax 973-724-4125
Fax (DSN) 312-880-4125
Mon - Fri 7:30 a.m. - 4:00 p.m.
Closed on Sat, Sun and Holidays

[Website](#) | [Map](#)**Household Goods/Transportation Office (outbound)**

Transportation Division PPSO (Personal Property) - Outbound
Bldg 33N
117 A. Farley Avenue
Picatinny Arsenal, NJ 07806
Phone 973-724-9058
Phone (DSN) 312-880-9058
Fax 973-724-4125
Fax (DSN) 312-880-4125
Mon - Fri 7:30 a.m. - 4:00 p.m.
Closed on Sat, Sun and Holidays

[Website](#) | [Map](#)**Housing Office/Government Housing**

Post Housing Office
Bldg 34N
117 A. Farley Avenue
Picatinny Arsenal, NJ 07806
Phone 973-724-3506
Phone (DSN) 312-880-3506
Fax 973-724-6801
Fax (DSN) 312-880-6801
Mon - Fri 7:30 a.m. - 4:30 p.m.
Closed on Sat, Sun and Holidays

[Email](#) | [Website](#) | [Website](#) | [Map](#)**Housing Referral Office/Housing Privatization**

Post Housing Office
Bldg 34N
117 A. Farley Avenue
Picatinny Arsenal, NJ 07806
Phone 973-724-3506
Phone (DSN) 312-880-3506
Fax 973-724-6801
Fax (DSN) 312-880-6801
Mon - Fri 7:30 a.m. - 4:30 p.m.
Closed on Sat, Sun and Holidays

[Email](#) | [Website](#) | [Website](#) | [Map](#)**ID/CAC Card Processing**

ID Cards/DEERS
Building 34 North
Ramsey Ave

Information and Referral Services

Information and Referral Program
Picatinny Arsenal Community Readiness & Support Center
Building 119

117 A. Farley Avenue
Picatinny Arsenal, NJ 07806-5000
Phone 973-724-3145
Phone (DSN) 312-880-3145
Fax 973-724-4928
Fax (DSN) 312-880-4928
Mon – Fri 7:30 a.m. – 4:00 p.m.
Closed on Sat, Sun and Holidays
[Website](#) | [Map](#)

Legal Services/JAG

Legal Services/JAG
Bldg 3
Ramsey Avenue
Picatinny Arsenal, NJ 07806
Phone 973-724-6597
Phone (DSN) 312-880-6597
Fax 973-724-5552
Fax (DSN) 312-880-5552
Mon - Fri 7:30 a.m. - 3:00 p.m.
Closed on Sat, Sun and Holidays
[Map](#)

Military Clothing Sales

Military Clothing Sales - Post Exchange
Bldg 3324
Belt Road
Picatinny Arsenal, NJ 07806-5000
Phone 973-724-2518 / 973-724-2411
Phone (DSN) 312-880-2518
Fax 973-724-2614
Fax (DSN) 312-880-2614
Tues – Fri 9:30 a.m. – 5:30 p.m.
Sat 9:30 a.m. -5:00 p.m.
Closed on Sun, Mon and Holidays
[Website](#) | [Website](#) | [Map](#)

Non-appropriated Funds (NAF) Human Resources

NAF Human Resources
Bldg 34N Blacksmith Road
1117 Farley Avenue
Picatinny Arsenal, NJ 07806
Phone 973-724-2261
Phone (DSN) 312-880-2261
Fax 973-724-4416
Fax (DSN) 312-880-4416
Mon – Fri 7:00 a.m. – 3:30 p.m.
Closed on Saturday, Sunday, and Holidays
[Website](#) | [Map](#)

Personnel Support Office

Military Personnel Office
Building 3225
Blacksmith Road
1117 Farley Avenue
Picatinny Arsenal, NJ 07806
Phone 973-724-2261
Phone (DSN) 312-880-2261
Fax 973-724-4416
Fax (DSN) 312-880-4416
Mon – Fri 7:00 a.m. – 4:30 p.m.

Farley Avenue & Buffington Road
Picatinny Arsenal, NJ 07806
Phone 973-724-7247
Phone (DSN) 312-880-7247
Fax 973-724-2614
Fax (DSN) 312-880-2614
Mon - Fri 7:00 a.m. – 3:30 p.m.
Closed on Sat, Sun and Holidays
[Email](#) | [Website](#) | [Map](#)

Loan Closet

Lending Closet
Picatinny Arsenal Community Readiness & Support Center
Building 119
Farley Avenue & Buffington Road
Picatinny Arsenal, NJ 07806-5000
Phone 973-724-5219
Phone (DSN) 312-880-5219
Fax 973-724-2614
Fax (DSN) 312-880-2614
Mon – Fri 7:00 a.m. - 3:30 p.m.
Closed on Sat, Sun and Holidays
[Email](#) | [Website](#) | [Map](#)

New Parent Support Program

Picatinny Arsenal Community Readiness & Support Center
Building 119
Farley Avenue & Buffington Road
Picatinny Arsenal, NJ 07806
Phone 973-724-2145
Phone (DSN) 312-880-2145
Fax 973-724-2614
Fax (DSN) 312-880-2614
Mon - Fri 7:00 a.m. – 3:30 p.m.
Closed on Sat, Sun and Holidays

[Website](#) | [Map](#)

Personal Financial Management Services

Picatinny Arsenal Community Readiness & Support Center
Farley Avenue & Buffington Road
Building 119
Picatinny Arsenal, NJ 07806-5000
Phone 973-724-5219
Phone (DSN) 312-880-5219
Fax 973-724-2614
Fax (DSN) 312-880-2614
Mon – Fri 7:00 a.m. - 3:30 p.m.
Closed on Sat, Sun and Holidays
[Website](#) | [Map](#)

Relocation Assistance Program

Relocation Assistance Program
Picatinny Arsenal Community Readiness & Support Center
Building 119
Farley Avenue & Buffington Road
Picatinny Arsenal, NJ 07806
Phone 973-724-5219
Phone (DSN) 312-880-5219
Fax 973-724-2614
Fax (DSN) 312-880-2614
Mon – Fri 7:00 a.m. 3:30 p.m.

Sat and Sun - closed

[Website](#) | [Map](#)

Restaurants/Fast Food

Choices Restaurant

Building 34N

Ramsey Avenue

Picatinny Arsenal, NJ 07806

Phone 973-724-5649

Phone (DSN) 312-880-5649

Fax 973-724-3262

Fax (DSN) 312-880-3262

Mon – Fri – 7:00 a.m. – 1:30 p.m.

Sat, Sun, and Holidays – closed

[Website](#) | [Map](#)

Restaurants/Fast Food

Sam Adams Pub

Building 121

Buffington Road

Picatinny Arsenal, NJ 07806

Phone 973-724-4630

Phone (DSN) 312-880-4630

Fax 973-724-3262

Fax (DSN) 312-880-3262

Tues - 10:30 a.m. – 7:00 p.m.

Wed – Fri 10:30 a.m. – 7:00 p.m.

Sat & Sun - 10:30 a.m. - 7:00 p.m.

Holidays – closed

[Website](#) | [Map](#)

Restaurants/Fast Food

Gun Powder Grill

1st Street & Parker Road

Picatinny Arsenal, NJ 07806

Phone 973-724-2405

Phone (DSN) 312-880-2405

Fax 973-724-3262

Fax (DSN) 312-880-3262

Mon – Fri 7:00 a.m. – 3:00 p.m.

Sat & Sun - 10:00 a.m. - 4:00 p.m. (May-thru Sept Only)

Holidays – closed

[Website](#) | [Map](#)

School Age Care

Youth Center

Building 3228

Blacksmith Road

1117 Farley Avenue

Picatinny Arsenal, NJ 07806

Phone 973-724-5555

Phone (DSN) 312-880-5555

Fax 973-989-2410

Fax (DSN) 312-880-2410

Mon – Fri 7:00 a.m. – 5:30 p.m.

Sat and Sun - closed

[Website](#) | [Map](#)

Spouse Education, Training and Careers

Employment Readiness Program

Picatinny Arsenal Community Readiness & Support Center

Closed on Sat and Holidays

[Email](#) | [Website](#) | [Map](#)

Restaurants/Fast Food

Starbucks

Building 34N

Ramsey Avenue

Picatinny Arsenal, NJ 07806

Phone 973-724-7157

Phone (DSN) 312-880-7157

Fax 973-724-3262

Fax (DSN) 312-880-3262

Mon – Fri – 7:00 a.m. – 3:30 p.m.

Sat, Sun, and Holidays – closed

[Website](#) | [Map](#)

Restaurants/Fast Food

Buck's

Building 337

Whittemore Avenue

Picatinny Arsenal, NJ 07806

Phone 973-724-9621 / 973-724-1453

Phone (DSN) 312-880-9621

Fax 973-724-3262

Fax (DSN) 312-880-3262

Tues, Wed & Fri – 11:00 a.m. – 2:00 p.m.

Sat & Sun – Closed for Catering Events.

Holidays – closed

[Website](#) | [Map](#)

Retirement Services

Retirement Services

622 Swift Road

West Point, NY 10996

Phone 845-938-4621 / 845-938-3487

Phone (DSN) 312-688-3487

Fax 845-938-3019

Fax (DSN) 312-688-3019

Mon - Fri 7:45 a.m. – 4:30 p.m.

Sat, Sun & Holidays- closed

[Map](#)

School Liaison Office/Community Schools

School Liaison Office

Building 3228

Schrader Road

1117 Farley Road

Picatinny Arsenal, NJ 07806

Phone 973-724-7892

Phone (DSN) 312-880-7892

Fax 973-724-7391

Fax (DSN) 312-880-7391

Mon - Fri 7:00 a.m. – 3:30 p.m.

Closed on Sat, Sun and Holidays

[Email](#) | [Website](#) | [Map](#)

Temporary Lodging/Billeting

Guest House

Bldg 34N

1117 Ramsey Avenue

Picatinny Arsenal, NJ 07806

Building 119
Farley Avenue & Buffington Road
Picatinny Arsenal, NJ 07806
Phone 973-724-2145
Phone (DSN) 312-880-2145
Fax 973-724-2614
Fax (DSN) 312-880-2614
Mon - Fri 7:00 a.m. – 3:30 p.m.
Closed on Sat, Sun and Holidays
[Email](#) | [Website](#) | [Map](#)

Transition Assistance Program

Transition Assistance Program
Picatinny Arsenal Community Readiness & Support Center
Building 119
Farley Avenue & Buffington Road
Picatinny Arsenal, NJ 07806-5000
Phone 973-724-2145
Phone (DSN) 312-880-2145
Fax 973-724-2614
Fax (DSN) 312-880-2614
Mon – Fri 7:00 a.m. – 4:30 p.m.
Closed on Sat, Sun and Holidays
[Email](#) | [Website](#) | [Map](#)

Travel Office

Information, Tickets, and Registration Office
Building 34N
Ramsey Avenue
Picatinny Arsenal, NJ 07806
Phone 973-724-4014
Phone (DSN) 312-880-4014
Fax 973-724-3262
Fax (DSN) 312-880-3262
Mon - Fri 8:00 a.m. - 4:30 p.m.
Sat, Sun and Holidays – closed
[Website](#) | [Map](#)

Veterinary Services

Vet Treatment Facility
630 Hodges Place
West Point, NY 10996
Phone 973-724-3494
Phone (DSN) 973-724-3494
Monthly Service Only: Call for Appointment.
[Website](#) | [Map](#)

Victim Advocate Services

Picatinny Arsenal Police Department
Building 173
Buffington Road
Picatinny Arsenal, NJ 07806
Phone 973-724-6666 / 973-724-5887
Phone (DSN) 312-880-6666
Fax 973-724-8557
Fax (DSN) 312-880-8557

Phone 973-724-4014 / 973-724-8855 (reservations)
Phone (DSN) 312-880-4014
Fax 973-724-3263
Fax (DSN) 312-880-3263
Mon - Fri 7:00 a.m. – 3:30 p.m.
Closed on Sat, Sun and Holidays
[Email](#) | [Website](#) | [Map](#)

Travel Office

Travel Office (Official) - Carlson Wagonlit
5139 Pemberton-Wrightstown Road
Fort Dix, NJ 08640
Phone 609-723-5534 / 1-800-269-2356
Fax 609-723-7339
Fax (DSN) 312-880-4416
Mon - Fri 7:00 a.m. - 3:30 p.m.
Sat, Sun and Holidays – closed
[Website](#) | [Map](#)

VA Facilities

Veterans Service Representative
VA Medical Center
151 Knollcroft Road
Lyons, NJ 07939
Phone 908-647-0180 / 1-800-315-7909
Fax 973-676-4226
Mon - Fri 8:00 a.m. - 4:30 p.m.
[Website](#) | [Map](#)

Veterinary Services

Vet Treatment Facility
3259 Gettysburg Avenue
Fort Dix, NJ 08640
Phone 609-562-6636
Phone (DSN) 312-562-6636
Fax 609-562-4992
Fax (DSN) 312-562-4992
Mon, Tues, Wed & Fri 8:00 a.m. - 12:00 p.m. / 1:00 p.m. - 4:00 p.m.
Thurs - closed for training
No emergency services
[Map](#)

Victim Advocate Services

Victim Advocate Services
Picatinny Arsenal Community Readiness & Support Center
Building 119
Farley Avenue & Buffington Road
Picatinny Arsenal, NJ 07806
Phone 973-724-2614
Phone (DSN) 312-880-2145
Fax 973-724-2614

24 hours a day, 7 days a week

[Website](#) | [Map](#)

Fax (DSN) 312-880-2145

Mon - Fri 7:30 a.m. - 4:30 p.m.

Sat and Sun - closed

Holidays - closed

[Email](#) | [Website](#) | [Map](#)

Welcome/Visitors Center

Welcome/Visitors Center

Building 1136

Parker Avenue

Picatinny Arsenal, NJ 07806

Phone 973-724-4951

Phone (DSN) 312-880-4951

Fax 973-724-9033

Fax (DSN) 312-880-9033

Mon – Fri – 7:00 a.m. – 3:30 p.m.

Sat, Sun, and Holidays – closed

[Website](#) | [Map](#)

Youth Programs/Centers

Teen Center

Bldg 3228

Blacksmith Road

1117 Farley Avenue

Picatinny Arsenal, NJ 07806

Phone 973-724-7183

Phone (DSN) 312-880-7183

Fax 973-724-6402

Fax (DSN) 312-880-6402

Wed – Fri 5:30 p.m. – 8:30 p.m.

Sat 10:00 a.m. – 6:00 p.m.

Closed on Sun and Holidays

[Email](#) | [Website](#) | [Map](#)

Women, Infants, and Children (WIC & WIC-O)

St. Joseph's WIC Program

703 Main Street

Paterson, NJ 07503

Phone 973-754-4575 / 800-427-3244

Fax 973-754-4542

Mon - Fri 8:00 a.m. - 4:00 p.m.

Sat, Sun and Holidays – closed

[Website](#) | [Map](#)

Major Units

PEO GCS

Contact Information:

COM: 973-724-6546

DSN: 312-880-6546

COM FAX: 973-724-7483

DSN FAX: 312-880-7483

Golf Company, 2nd Battalion 25th Marines

Contact Information:

COM: 973-724-4701

DSN: 312-880-4701

FAX: 973-724-6663

DSN FAX: 312-880-6663

Joint Munitions & Lethality Life Cycle Management Command (JM&L LCMC)

Contact Information:

COM: 973-724-7943

DSN: 312-880-7943

FAX: 973-724-7483

DSN FAX: 312-880-7483

NAVSEA

Contact Information:

COM: 973-724-7017

DSN: 312-880-7017

FAX: 973-724-8383
DSN FAX: 312-880-8383

PEO Soldier

Contact Information:
COM: 973-724-6546
DSN: 312-880-6546
COM FAX: 973-724-7483
DSN FAX: 312-880-7483

PM Soldier Weapons

Contact Information:
COM: 973-724-3947
DSN: 312-880-3947
FAX: 973-724-7736
DSN FAX: 312-880-7736

Defense Contract Management Agency

Contact Information:
COM: 973-724-8208
DSN: 312- 880-8208
FAX: 973-724-5791
DSN FAX: 312-880-5791

Garrison

Contact Information:
COM: 973-724-5830
DSN: 312-880-5830
FAX: 973-724-6663
DSN FAX: 312-880-5830

ARDEC

Contact Information:
COM: 973-724-6318
DSN: 312-724-4021
FAX: 973-724-5966
DSN FAX: 312-880-5966

7245 Army Hospital

Contact Information:
COM: 973-724-6795
DSN: 312-880-6795
FAX: 973-724-5942
DSN FAX: 312-880-5942

PEO AMMO

Contact Information:
COM: 973-724-6546
DSN: 312-880-6546
COM FAX: 973-724-7483
DSN FAX: 312-880-7483